



University of the Visual & Performing Arts
Bachelor of Performing Arts (Honors) Degree 1st Year Examination
Academic Year 2019/2020

Faculty of Dance & Drama

DDIT 13012 – Introduction to Computer & Computer Applications
DDIT 13012 – Introduction to Computer & Its Applications (Repeat)

Student Registration Number

Answer all questions on this paper.

Duration: 02 hours

PART A

(Marks: 2x20 = 40)

Choose the correct answer and write the relevant letter in the given space.

- (1) Which of the following is **not related** to the Information and Communication Technology usage in day today life?
- a. Read local newspaper using an online newspaper
 - b. Get connected with our family, relatives, or colleges even if we are abroad by using electronic mail or video conference
 - c. Quick access to movies or music directly from the Internet
 - d. Go to the library and reading a book (.....)
- (2) What is referred to as the brain of Computer?
- a. RAM
 - b. CPU
 - c. CU
 - d. ALU (.....)
- (3) Which device can be considered as both input and output device of a computer?
- a) Mouse
 - b) Barcode Reader
 - c) Speaker
 - d) Touch Screen (.....)
- (4) The equivalent bytes for 5GB storage is,
- a) 5×2^{10} bytes
 - b) 5×2^{20} bytes
 - c) 5×2^{30} bytes
 - d) 5×2^9 bytes (.....)
- (5) DOS, Mac, Ubuntu and Windows are examples of,
- a. Application software
 - b. Operating system
 - c. Open source software
 - d. Antivirus software (.....)
- (6) Which of the following software is **not suitable** to do online meetings?
- a. ZOOM
 - b. MS Teams
 - c. YouTube
 - d. Google Meet (.....)

- (15) To add a table to a MS Word document, which tab do you want to click?
- a. Home
 - b. Insert
 - c. Design
 - d. Page Layout (.....)

- (16) What is the output by entering the following equation in to a MS Excel worksheet?

$$=40+2*3^2/ (6-3)$$

- a. 46
- b. 52
- c. 43
- d. 23 (.....)

- (17) Which of the following feature can be used to draw borders around cells in an MS Excel worksheet?



(.....)

- (18) DBMS stands for,

- a. Data Base Meaning System
- b. Data Based Management System
- c. Data Bundle Measure System
- d. Database Management System (.....)

- (19) Which of the following is a correct format of an email address?

- a. thilini12@gmail@com
- b. thilini@gmail.com
- c. www.thilini0gmail.com
- d. thilini.gmail.com (.....)

- (20) Spam means?

- a. Computer worm
- b. Unsolicited email
- c. Anti-virus software
- d. Email server (.....)

PART B*(Marks: 2x10 = 20)***Match the contents of column A with those of the column B.****A** තීරුව සහ **B** තීරුව ගලපන්න.

<i>Column A</i>			<i>Column B</i>	
1	Shift + Delete	A	Facilitate to terminate an application task
2	Format painter	B	Connects musical instruments to computer
3	Mail merge	C	Portable, handheld device which capture images electronically
4	Double clicking	D	Use to delete a file permanently from the computer memory
5	Digital Camera	E	Software used to edit content of a document within a group of people online
6	Windows 11	F	Latest operating system released by Microsoft
7	Musical Instrument Digital Interface	G	Type of a computer network found on your computer laboratory
8	LAN	H	Enables users to send a similar letter to multiple recipients
9	Ctrl + Alt + Delete	I	One of a primary mouse technique
10	Google Docs	J	Simplifies the process of formatting text, if the same formatting is required in more than one location.

PART C*(Marks: 2x10 = 20)***Fill in the blanks with the most suitable word in the list given below.**

Integrated Circuits, Dot-Matrix Printer, Undo things, Copy text, Laser Printer, Google Chrome, Vacuum Tubes, Graphical User Interface, Disk Cleanup, Giga Hertz (GHz), Dots per inch (dpi)

- is an example for an application software which is used to browse web pages.
- is an example for a utility software which is used to free up disk space on a computer's hard drive.
- First generation computers were developed using
- Third generation computers were developed using
- is used to measure the speed of a computer processor.
- is used to measure the resolution of a computer monitor.
- is an example for impact printer.
- is an example for non-impact printer.
- uses windows, icons, and menus to carry out commands such as opening files, deleting files and moving files.
- Ctrl + Z shortcut key combination is used in any application to

- Answer all questions in spaces provided in the sheet itself.

(1) The following advertisement is regarding selling a computer. How much can you tell about the system by looking at it? Answer the following questions.

(04 Marks)

- HP ProDesk 400 G2 Tower Case
- Intel Core i3 -3.4 GHz
- 4GB of RAM
- 500GB 7200RPM HDD
- HP 18.5" LCD Monitor
- DVD Writer, Webcam
- HP USB keyboard, HP USB optical mouse

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- Type of the computer
- Brand
- Type of the processor
- Speed of the computer
- Size of the memory
- Size of the hard disk
- Types of external devices attached to the computer

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(2.) Answer the following questions based on the MS Access table “**Employee**” regarding the employee’s information of XYZ Company.

(08 Marks)

Employee_Number	Employee_Name	Address	Contact Number	Date_of Appointment
E001	Sanka silva	Colombo	+94112991678	08/07/2020
E002	Shehan Perera	Gampaha	+94712991678	08/10/2001
E003	Assanka De Mal	Colombo	+94772991678	09/06/2002
E004	Akila Sharwan	Galle	+94112891678	07/08/2002

- How many fields and records in the table?

- ii. What is the primary key of the above table?
- iii. What are the data types of “Employee_Number”, “Employee_Name”, “Address”, “Contact Number” and “Date_of_Appointment”?

(3) Answer the following questions based on the MS Excel worksheet given below. (08 Marks)

	A	B	C	D	E	F	G	
1	Sales Report							
2								
3	Product	October	November	December	TOTAL	Average		
4	Apples	2500	2300	2200				
5	Pears	1800	1800	1950				
6	Bananas	2200	2250	1900				
7	Mangoes	3000	650	550				
8	TOTAL							
9								
10								

- i. Write a formula in cell E4 to get the total sales of Apples in the months of October, November and December.
- ii. Write a formula in cell F4 to get the average of sales for Apples in the months of October, November and December.
- iii. How do you find the Total and Average sales for Pears, Bananas and Mangoes?
- iv. Write a formula in cell B8 to get the Total sales for the month of October.
- v. If the total sales of a month is greater than 1000, then need to display as “Profitable month”. If not need to display as “Unprofitable month” below the Total of each month. Write a formula in cell C9 to get the above result for the month of November.