## Instructions for Assignment Submission

Assignment जमा करने के लिये निर्देश

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| 1 | This assignment carry 10 questions in each paper.<br>प्रत्येक assignment में कुल 10 प्रश्न दिये गये है। |
| 2 | **Six** questions are compulsary to attempt from each paper.<br>प्रत्येक assignment में 6 प्रश्न का हल करना अनिवार्य है। |
| 3 | All questions carry 10 marks.<br>प्रत्येक प्रश्न के लिये 10 अंक निर्धारित किये गये है। |
| 4 | Answer should not be less than 500 words.<br>प्रत्येक प्रश्न का हल न्यूनतम 500 शब्दो में देना अनिवार्य है। |
| 5 | Assignments should be in student's own handwriting.<br>विद्यार्थी द्वारा हस्तलिखित Assignments ही स्वीकार किया जावेगा। |
| 6 | Assignment should be submitted on **A4** size plain papers.<br>विद्यार्थी Assignments हेतु **A4** साईज के सादे कागज का ही उपयोग करें। |
| 7 | Each assignment should be submitted along with given Assignment Submission Form.<br>प्रत्येक Assignments के शुरूआत में Assignment Submission Form लगाना अनिवार्य है। |
| 8 | Assignment Submission Form should be properly filled.<br>Assignment Submission Form पूर्णरूपेण भरा होना चाहिये। |
| 9 | Student must get the receiving of the submission slip.<br>विद्यार्थी Assignments जमा करने की Receipt अवश्य प्राप्त करे। |
| 10 | Student can solve assignment in either medium ENGLISH or HINDI (Except Language Assignment).<br>विद्यार्थी अपनी सुविधानुसार हिन्दी अथवा इंगलिश माध्यम का चुनाव कर सकता है। (भाषा के assignment को छोडकर) |

# महर्षि महेश योगी वैदिक विश्वविद्यालय

## Directorate of Distance Education

## Assignment Submission Form

**For Student Use Only**

| | |
|---|---|
| Enrollment Number | |
| Student's Name | |
| F/H Name | |
| Course Name | |
| Paper Code | |
| Paper Name | |
| Paper Number | |
| Medium (Hindi / English) | |
| Submission Date | |
| Student's Signature | |

**For IC/RC Use Only**

| | |
|---|---|
| IC Code | |
| IC In Charge Name | |
| Address | |
| Seal & Signature | |
| RC's Name | |
| Address | |
| Seal & Signature | |

**For Evaluator Use Only**

| | |
|---|---|
| Enrollment Number | |
| Obtained Marks | |
| Total Marks | 60 |
| Name of Evaluator | |
| Designation | |
| Working Place | |
| Signature | |

| | | | |
|---|---|---|---|
| Receipt Number | | Date | |

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## Receipt

| | |
|---|---|
| Student's Name | |
| Receipt Number | |
| Date | |
| Paper Code/ Paper Name / Paper Number | |
| (IC In Charge) Seal & Signature | |

| Session | July 2011 - June 2012 |
|---|---|
| Course | Diploma in Computer Application (DCA) |
| Paper Code | 1DDCA1 |
| Paper Name | महर्षि वेद विज्ञान – प्रथम |
| Maximum Marks | **60** |

Attempt any six questions.

कोई 6 प्रश्नो का हल करें।

प्रश्न 1    दैनिक जीवन में गुरू एवं पूजन का क्या महत्त्व है लिखिये।

प्रश्न 2    ध्यान क्या है, भावातीत ध्यान क्या है, मन का ध्यान में क्या महत्व है।

प्रश्न 3    वेद विज्ञान के कितने क्षेत्र है। प्रथम दस के नाम लिखकर मानव शरीर में इनकी अभिव्यक्ति।

प्रश्न 4    चेतना क्या है, एवं कितने प्रकार की है। चौथी अवस्था की विशेषताएँ लिखिए।

प्रश्न 5    भावातीत ध्यान की दैनिक जीवन में क्या उपयोगिता है, समझाइये।

प्रश्न 6    योग का अर्थ लिखें एवं निम्न आसनों से क्या लाभ है भुजंग–आसन, हस्तपाद–आसन, ब्रजासन, शवासन, लिखिये।

प्रश्न 7    सिद्धि क्या है, भावातीत ध्यान एवं सिद्धि में अन्तर लिखिये।

प्रश्न 8    वाणी के प्रकार लिखिये एवं परा के क्षेत्र को समझायें जो पूर्ण जाग्रति का क्षेत्र है।

प्रश्न 9    वैदिक प्रंवधन क्या है, वैदिक प्रवंधन द्वारा आदर्श नेतृत्व सम्भव है? लिखिये।

प्रश्न 10   वैदिक प्रंवधन एवं आधुनिक प्रवधन में क्या अन्तर है, वैदिक प्रवंधन का ''सतोगुण'' आधार है, स्पष्ट करे।

| Session | July 2011 - June 2012 |
|---|---|
| Course | Diploma in Computer Application (DCA) |
| Paper Code | 1DDCA2 |
| Paper Name | Fundamentals Of Computer And Information Technology |
| Maximum Marks | **60** |

Attempt any six questions.

कोई **6** प्रश्नो का हल करें |

Q. 1     Draw and explain the block diagram of computer.

Q. 2     Explain generations of computer.

Q. 3     What is the difference between Impact and Non impact printers? Give one example of each.

Q. 4     Differentiate between RAM and ROM?

Q. 5     Define Operating System? Why it is necessary for a computer.

Q. 6     How multiprocessing is different from multiprogramming.

Q. 7     Explain LAN and WAN with example.

Q. 8     What is the importance of Information technology in modern organization?

Q. 9     Differentiate between VGA, SVG and XGA.

Q. 10     What is Internet? Explain about various internet Applications.

| Session | July 2011 - June 2012 |
|---|---|
| Course | Diploma in Computer Application (DCA) |
| Paper Code | 1DDCA3 |
| Paper Name | Application Programming In Foxpro |
| Maximum Marks | **60** |

Attempt any six questions.

कोई 6 प्रश्नो का हल करें।

| Q. 1 | Explain the utility of following commands:-<br>(i) APPEND (ii) APPEND BLANK |
|---|---|
| Q. 2 | What is indexing? Explain Command for indexing a file. |
| Q. 3 | What are functions? List the name and use of any 5 data handling functions. |
| Q. 4 | Write a program to input 10 numbers and print the biggest and smallest number. |
| Q. 5 | What is sorting? Explain command to sort a file. |
| Q. 6 | Write use of following functions:-<br>(i) STR ( )  (ii) LEN ( ) |
| Q. 7 | What is work area? How different work areas are assigned while handling multiple file. |
| Q. 8 | What is the main difference between set relation & Join Commands? |
| Q. 9 | What is the utility of multiple file handling in FoxPro? |
| Q. 10 | What is the difference between "@" and "@-GET" Commands. Explain with Example? |

| Session | July 2011 - June 2012 |
|---|---|
| Course | Diploma in Computer Application (DCA) |
| Paper Code | 1DDCA4 |
| Paper Name | PC Package |
| Maximum Marks | **60** |

Attempt any six questions.
कोई 6 प्रश्नो का हल करें।

| | |
|---|---|
| Q. 1 | Explain paragraph formatting steps in MS-Word? |
| Q. 2 | What is mail merge? Explain steps of Mail Merge. |
| Q. 3 | Explain cell formatting steps for MS – Excel. |
| Q. 4 | What do you mean by Macros? How macros are deleted from MS-Word? |
| Q. 5 | For replacing a particular word with another word from a file, what steps will you follow? Explain |
| Q. 6 | Explain steps for creating chart in MS-Excel? |
| Q. 7 | Create a balance sheet for your centre and explain steps for entering a formula. |
| Q. 8 | What are necessary steps for making a slide in the power point? |
| Q. 9 | Explain MIME protocol. |
| Q. 10 | Write down steps for setting up multiple E-mail accounts on a single machine. |

| Session | July 2011 - June 2012 |
|---|---|
| Course | Diploma in Computer Application (DCA) |
| Paper Code | 1DDCA5 |
| Paper Name | Programming In Visual Basic |
| Maximum Marks | **60** |

Attempt any six questions.
कोई 6 प्रश्नो का हल करें।

| Q. 1 | What is Visual Basic? How you will declare the variables in VB? |
|---|---|
| Q. 2 | What is clipboard? Explain its utility? |
| Q. 3 | Describe features of VB and what is use of OLE? |
| Q. 4 | How many functions are available for file handling in VB? |
| Q. 5 | What are the characteristics of Sequential file and random access file organisation? |
| Q. 6 | What is a code window? Describe the components and working of code window. |
| Q. 7 | Explain followings (i) Multiple forms (ii) User defined functions |
| Q. 8 | Describe characteristics and properties of flex grid control. |
| Q. 9 | What are control arrays? |
| Q. 10 | Explain numeric and date time functions. |

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| Session | July 2011 - June 2012 |
| Course | Diploma in Computer Application (DCA) |
| Paper Code | 1DDCA6 |
| Paper Name | Desktop Publishing |
| Maximum Marks | **60** |

Attempt any six questions.
कोई 6 प्रश्नो का हल करें।

| | |
|---|---|
| Q. 1 | Explain various DTP Software. |
| Q. 2 | Describe offset printing technology. |
| Q. 3 | Explain characteristics of Adobe PageMaker. |
| Q. 4 | Explain Attribute setting, alignments, grids, and Guides in DTP. |
| Q. 5 | Explain Import & Export of files. |
| Q. 6 | Explain Post script font, true types fonts, bit stream & vector fonts. |
| Q. 7 | Explain Header & Footers in detail. |
| Q. 8 | Describe Printing Options. |
| Q. 9 | Explain Features and various version of MS PowerPoint. |
| Q. 10 | Explain Inserting Object Drawing and inserting object using clipart. |

# महर्षि महेश योगी वैदिक विश्वविद्यालय

## Directorate of Distance Education

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|---|---|
| Session | July 2011 - June 2012 |
| Course | Diploma in Computer Application (DCA) |
| Paper Code | 1DDCA7 |
| Paper Name | Internet And Web Page Designing |
| Maximum Marks | **60** |

Attempt any six questions.

कोई 6 प्रश्नो का हल करें।

| | |
|---|---|
| Q. 1 | Explain evolution of Internet. |
| Q. 2 | What is a protocol? Explain FTP (File Transfer Protocol). |
| Q. 3 | Explain concept of search engine. |
| Q. 4 | What do you mean by HTML? Explain. |
| Q. 5 | Create a form of school admission in HTML. |
| Q. 6 | Explain issues in web site creation & maintenance. |
| Q. 7 | Explain URL with an example. |
| Q. 8 | Explain telnet & chatting. |
| Q. 9 | Explain E-mail processes. |
| Q. 10 | Explain Web Protocols. |