

B.Sc/B.A. 3rd Semester(Programme) Practical Examination, 2021-2022

GEOGRAPHY

Course Code : SPGEO/304/SEC-1

Course Title : Computer Basics

Time: 3 Hours

Full Marks:40

The figures in the right hand - margin indicate full marks of the questions.

1. Write short notes on any five of the followings : [2*5 =10]

- a. Hard ware
- b. E-mail
- c. Application of internet
- d. M.S. Word
- e. Software
- f. Spreadsheet

2. What is computer. Write down a short note about component of Computer. Briefly discuss about application of Computer in Geography practical lab [2+4+4=10]

3. Answer any one of the followings questions: [10*1=10]

- a. What is Operating system. Write down the steps of creating and renaming of folders.
- b. Write down the steps of making small presentation by Microsoft power point.

4. Laboratory Note Book & Viva-Voce [5+5=10]