

B.Sc. MEDICAL RECORD SCIENCE
(Candidates admitted from 2010-2011 onwards)

SECOND YEAR

PAPER II – INFORMATION TECHNOLOGY - I

Q.P. Code: 801712

Time: Three Hours

Maximum: 100 Marks

Answer all questions

I. Elaborate on:

(3 x 10 = 30)

1. Explain operating systems and their attributes.
2. Explain about the operations that can be performed in spread sheets.
3. Write down the steps of mail merge.

II. Write notes on:

(8 x 5 = 40)

1. How do you compose electronic messages?
2. Describe resource sharing in network.
3. Describe the need for application software?
4. Explain the data compression techniques.
5. Explain the advantages and disadvantages of integrated and dedicated software.
6. Explain software copyright laws.
7. Describe operation of output devices.
8. Describe the functions of Database management system.

III. Short answers on:

(10 x 3 = 30)

1. Define preventive maintenance.
2. What is the need for backup?
3. List different types of software applications.
4. Define software types.
5. Explain use of passwords.
6. What is the purpose of input device?
7. What is disk formatting?
8. How will you create and delete a folder?
9. What is Multimedia?
10. List the use of computer thesaurus.
