



**LBS CENTRE FOR SCIENCE AND TECHNOLOGY  
DIPLOMA IN COMPUTER APPLICATION(SOFTWARE) Regular/Supplementary  
EXAMINATION – JANUARY 2020**

**DC 03 LINUX AND OPEN OFFICE**

**Time: 1 Hr.**

**Max Marks: 50**

**Part A**

**I. Answer ALL Questions in one or two sentences (Each question carries 2 marks)**

1. Define Kernel.
2. What is the purpose of **pwd** command in Linux?
3. What is Trash?
4. What is meant by headers and footers in Writer?
5. Write the command to insert page number in Writer?
6. What is Mail Merge?
7. What is the extension of a Calc file?
8. Write any two numeric formats in Calc.
9. What is Impress?
10. Write the command to delete a slide in Impress.

**[10 x 2 = 20]**

**Part B**

**II Answer any FIVE of the following (Each question carries 4 marks)**

1. List any four features of Linux.
2. Write any four programs in Linux Accessories.
3. Write any four shell commands in Linux.
4. Explain Find and Replace command in Writer.
5. Explain the purpose of tabs in Writer.
6. Write any four options in the Table menu in Writer.
7. Write any four date and time functions in Calc.
8. Explain Filter option in Calc.
9. Write the steps to create a presentation in Impress.
10. Write any two options in the Slide Show Menu in Impress.

**[5 x 4=20]**

**Part C**

**III Answer any ONE of the following (10 marks)**

1. Explain the File System of Linux.
2. Define chart in Calc. List any four chart types in Calc. Write the steps to create chart in Calc.

**[ 1 x 10 =10]**

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