

MODEL PAPER - 2

Duration : 2 ½ hours

Marks : 80

Note :

- (1) In Section I, Part A Question No. 1 is compulsory.
- (2) In Section I, attempt any two questions from Question Nos. 2 to 5.
- (3) In Section II, attempt any two questions from Question Nos. 6 to 9.
- (4) Answers to both Sections should be written in the same answer book.
- (5) Figures to the right indicate maximum marks.

SECTION - I (PART - A)

Q1 (a) Answer the following briefly: [3]

- (i) What is a folder in Windows'95?
- (ii) Explain the Undo and Redo options in Ms-Word.
- (iii) What is TCP/IP?

(b) Answer the following in 'C': [1+1+1+2 = 5]

- (i) What is the use of return statement?
- (ii) What is a null statement?
- (iii) What is the conditional operator?
- (iv) What are the rules for forming variables?

(c) State whether the following statements are true or false: [3]

- (i) In Windows'95 operating system a filename must not contain blank spaces.
- (ii) Windows'95 operating system allows you to open more than one application at a time.
- (iii) In Ms-Word, Save As option allows you to save a file under some other filename.
- (iv) In Ms-Word, Go To option is available in the View menu.
- (v) In Ms-Word, a document can have either a header or a footer but not both.
- (vi) While forming a table we can have a maximum of 25 columns.

(d) Answer the following in Foxpro: [3+2 = 5]

- (i) Explain the use of following functions:
EOF() FOUND() CDOW()
- (ii) Explain the use of following commands:
COUNT CLEAR ALL

Q2 (a) What do the following 'C' programs print: [4]

- (i)

```
#include<stdio.h>
main()
{ int a=789,b=1212;
float c=6767.8787,d=8787.9987;
```

```
printf("%-+6d %-8d\n",a,b);  
printf("%+9.3f %-15.2f\n",c,d);  
return (0); }
```

- (b) Explain briefly about the following: [6]
(i) Printers (ii) Modem (iii) E-mail

- (c) Write a program in 'C' to input for 25 persons the name and taxable income. Calculate and print the name and income tax using the following schedule: [6]

Income	Income Tax
First 50000	nil
Next 10000	10%
Next 90000	20%
Excess	30% + 2% surcharge

Also, print the total income tax of all the persons.

- Q3(a) Mention briefly the difference between the following: [8]
(i) Impact Printers and Non-impact Printers (ii) LAN and WAN
(iii) Floppy disk and Hard disk (iv) Usenet and Telnet

- (b) What do the following 'C' programs print: [4]
(i)

```
#include<stdio.h>  
main()  
{ int x = 5, t = 0;  
  for(; x < 20; x += 4);  
  t+ = x*x;  
  printf("%d\n",t); }
```

- (c) A chemical company offers commission to their salesmen @5% of sales. In order to boost sales, company offers an additional commission(ac) @3% of amount exceeding Rs.10000/- whenever sales exceeds Rs.10000/-. Write a program in 'C' to input salesman name(sn) and sales(s) and then print his name, sales, commission(c) and additional commission(ac). [4]

- Q4.(a) State whether the following statements are true or false: [3]
(i) ROM is a volatile memory.
(ii) The storage capacity of floppy disk is more than CD-ROM.
(iii) Unix is a multi-user operating system.
(iv) LAN system does not allow the user to share hardware, software and data.
(v) Internet Explorer is an internet/web browser.
(vi) Telnet is a service on the internet allowing to login from one computer to another as a distant terminal.

(b) What is the full form of the following: [3]
 HTTP TCP/IP WWW POP FTP BBS

(c) What do the following 'C' programs print: [4]

(i)

```
main()
{ int x=2, y=5, z=1;
  while (z<10)
  { x+=++y;
    y+=x*z++;
    if (y>100) break;
    printf("%d %d %d\n",x,y,z); } }
```

(ii)

```
main()
{ int a,b;
  for(a=2,b=4;a<100;b+=4,a*=3)
  { a+=b ;
    printf(("%-4d%4d\n",a,b); } }
```

(d) Write programs in 'C'. [6]

(i) Write a program to input two positive integers. Find and print their GCD along with the two integers.

(ii) Write a program to find and print the sum of : $\frac{1^2}{2^0} + \frac{2^2}{2^1} + \frac{3^2}{2^2} + \dots + \frac{11^2}{2^{10}}$ using do/while() loop.

Q5 (a) Explain briefly about the following: [6]

(i) Spike Suppressor (ii) CD-ROM (iii) Websites

(b) What do the following 'C' programs print: [4]

(i)

```
#include<stdio.h>
main()
{ int p,q,r;
  for(p=1;p<5;++p)
  for(q=3;q<6;++q)
  { r=++p+q++;
  printf("%d %d %d\n",p,q,r);}
}
```

(c) Write a program in 'C' to input 10 pairs of values of x and y. Print co-relation co-efficient and regression equation of y on x i.e. $y - \bar{y} = byx(x - \bar{x})$ [6]

where $\bar{x} = \frac{\sum x}{10}$ $\bar{y} = \frac{\sum y}{10}$

$$r = \frac{\Sigma xy - \frac{\Sigma x \Sigma y}{10}}{\sqrt{\left(\Sigma x^2 - \frac{(\Sigma x)^2}{10}\right)\left(\Sigma y^2 - \frac{(\Sigma y)^2}{10}\right)}} \quad \text{and}$$

$$b_{yx} = \frac{\Sigma xy - \frac{\Sigma x \Sigma y}{10}}{\Sigma x^2 - \frac{(\Sigma x)^2}{10}}$$

SECTION - II

- Q6 (a) Answer the following in Windows'95: [4]
- Explain the procedure to rename a folder.
 - What is the use of Start button?
- (b) Answer the following in Ms-Word: [4]
- What is the use of File Menu? Discuss any four options of this menu.
 - Currently you are editing a document, you want to enter "ALL THE BEST" in line no. 55 of the current page. This text should appear at the center of the line, in Arial font, in bold face with font size 14. Finally, save the document. Explain how to achieve this.
- (c) There exist a Foxpro table called TEST.dbf containing fields roll number (RN, numeric,3), name(SNAME,character,20) and marks in 4 subjects (M1,M2,M3,M4,all numeric,3). Write a data entry program to add new records to this table. This program must allow the user to continue as long as he wants. Marks should be accepted between 0 and 100 only. [4]
- (d) Write Foxpro commands for the following: [4]
- To change the number of decimal places to be displayed in computation to 3.
 - To draw a double line box from 5th row and 20th column to 15th row and 60th column.
 - To accept the value of a field called INCOME which should be in between 0 and 50000 from row no. 10 and column no. 15 onwards.
 - To convert a date stored in a variable DD into character type.
 - To display character day of week of 25/02/99.
 - To display today's date from 5th row and 10th column onwards.
 - To round off the contents of a memory variable PROFIT to its nearest 1000.
 - To find the remainder after dividing A by B and store it in C.
- Q7 (a) Explain the procedure to delete a folder permanently in Windows'95. [2]

- (b) What is the use of Insert Menu in Ms-Word? Discuss any four options of this menu. [2]
- (c) State whether the following statements are true or false in Ms-Word: [2]
- (i) After opening Ms-Word, it always displays Document1.
 - (ii) The New option in File Menu allows you to open document in variety of forms such as General, Letters and Faxes.
 - (iii) Document saved without specifying the folder is always saved in My Documents.
 - (iv) Selection of font can also be done using Format Menu.
- (d) Explain the difference between the following in Foxpro: [6]
- (i) LOCATE and FIND/SEEK
 - (ii) EXIT and QUIT
 - (iii) REPLACE and STORE TO
- (e) There is a Foxpro file called DEPOSIT.dbf containing fields Receipt no. (RN,N,5,0), Customer Name (CNAME,C,20), Amount Deposited (AMT,N,10,2), Rate of interest (RATE,N,5,2), Date of deposit (DEPDATE,D,8), No. of days deposited (NDAYS,N,4,0) and Address (ADDR,C,40). Write an interactive program requesting the user to enter receipt no. and then the program must search whether this receipt no. is found in the file or not. If so, display customer name, maturity amount and maturity date on the screen otherwise display "Receipt not found". The program must allow the user to continue as long as he desires. [4]
- Q8 (a) Answer the following in Windows'95: [4]
- (i) What is the use of Taskbar?
 - (ii) Explain how to create a new folder.
- (b) Answer the following in Ms-Word: [4]
- (i) Explain the procedure to create a 4 X 3 table and then add two more rows to this table.
 - (ii) What is the use of Tools Menu? Discuss any four options of this menu.
- (c) There is a file called BANK.dbf containing fields account no.(A_NO,N,6,0), customer name (CNAME,C,20) and balance (BALANCE,N,9,2). Write an interactive program in Foxpro requesting the user to enter account no. and then the program must search for it in the file. If found, the program must request the user to enter transaction amount and type of transaction (Deposit or Withdrawal) and then update the balance. Display the updated balance. If account no. is not found in the file display an appropriate error message. The program must allow user to continue as long as he wants. [4]
- (d) There is a file called "BALANCE" containing fields Customer Name (CNAME), City (CITY), amount of order (ORD_AMT), Advance Received (ADVR) where ORD_AMT and ADVR are numeric and others are

- character. Write commands in Foxpro for the following: [4]
- (i) To display name and balance for every record without the record nos.
 - (ii) To list all the names in the alphabetical order along with advance received for those from PUNE city.
 - (iii) To decrease amount of order by 5% and increase advance received by 5% of order amount wherever order amount exceeds Rs.10000.
 - (iv) To find the total of advance received and store it in TA.
 - (v) To go to the first record where city contains "NAGAR" and balance equals to 0.
 - (vi) To find the number of records where balance amount is 0.
 - (vii) To sort the records according to city and in city according to name.
 - (viii) To index the records in the descending order of amount of order.
- Q9 (a) Answer the following in Windows'95: [4]
- (i) What is the use of dialog box?
 - (ii) Explain how to copy a file called AMC.DOC from drive A to My Documents.
- (b) Explain the method to perform the following operations in Ms-Word: [4]
- (i) To print a document quickly.
 - (ii) To open a file which is in C drive in the directory WORK.
 - (iii) To find the number of words in the text selected.
 - (iv) To insert a page break.
- (c) Explain the use of following set commands in Foxpro: [4]
- (i) SET PRINT ON/OFF
 - (ii) SET CONFIRM ON/OFF
 - (iii) SET EXACT ON/OFF
 - (iv) SET ESCAPE ON/OFF
- (d) There is a table called MARKS.dbf. This table contains fields Seat No. (SN,N,4,0), Name(NAME,C,20) and marks in 4 subjects (M1,M2,M3,M4,all numeric,3,0). Write a program to print a report in the alphabetical order of names, showing seat no., name and marks in all 4 subjects, total marks(TM), average(AVG) and grade(GR). If marks are less than 50 in at least one subject then grade is "B" otherwise grade is "A". [4]

MODEL PAPER - 2 SOLUTION

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SECTION - I (PART - A)

- 1a (i) A folder is also called as a sub-directory. It is a place where files or other folders are kept. Folders are assigned names and the rules are same that apply to filenames.
- (ii) The Undo option enables you to reverse your most recent action and return your document to it's previous state. To do so, select Edit Menu - Select Undo OR select Undo icon on the Standard Toolbar. The Redo option enables you to repeat the last action. To do so, select Edit Menu - Select Redo OR select Redo icon on the Standard Toolbar.
- (iii) TCP/IP (Transmission Control Protocol/Internet Protocol) enables different types of computers in the network using different operating systems, to communicate with each other efficiently. All computers on internet are connected using the TCP/IP protocol.

- 1b (i) The use of return statement is:
- It transfers the control back to the calling function.
 - It returns a value, this value could be a constant, a variable or an expression.
 - When written inside main(), it terminates the program.
- (ii) When a particular statement contains a semi-colon only, it is called a null statement. The compiler does nothing when it encounters a null statement.

E.g. `if (c != 5)`

`;`

`else`

`break;`

- (iii) The conditional operator (?) is used to check the condition and evaluate the given expression. **e.g.** `x = (y>9) ? 10 : 15;`
If the value of y is greater than 9 assign the value 10 to x else 15 to x.
- (iv) Variable refers to name given to the location within the memory where data values are stored. Rules for forming variables are:
- The first character must be an alphabet or underscore.
 - It can be followed by alphabets A-Z, a-z, digits 0-9, underscore(_) or slash (/).
 - It must be maximum 32 characters.
 - It must not be a keyword.
 - It must be unique. Upper and lower case variables are not same.

- 1c (i) FALSE (ii) TRUE (iii) TRUE
(iv) FALSE (v) FALSE (vi) FALSE

- 1d (i) EOF() : This function is used to determine whether the end of file has

reached or not. It gives .T. if the record pointer reaches the end of file otherwise .F.

FOUND() : This function gives .T. if the previous LOCATE, CONTINUE, FIND or SEEK command was successful, otherwise it returns .F.

CNOW() : This function gives the name of the day of the week from the given date.
E.g. ? CNOW(DATE())

- (ii) COUNT : This command is used to count the number of records in a database file.
E.g. COUNT FOR AGE = 25
CLEAR ALL command will close all the files (database and index files) and clear off all the memory variables from the memory.

2a Output : (b denotes blank space)
(i) +789**b**b1212**b**b**b**b (ii) 440
+6767.879**b**8788.00**b**b**b**b**b**b**b**b

2b (i) Printers : A Printer is an output device which gives a permanent or hardcopy of the output, which can be used for future reference. Printers are classified depending upon their : mode of printing and speed of printing.

a. Depending upon the mode of printing printers are classified as :

Impact printers : In these printers there is a physical contact between the print mechanism and the paper. They are slow, noisy and cheaper than non-impact printers. We can obtain carbon/multiple copies. e.g. Daisy Wheel, Dot Matrix, Drum and Chain Printer.

Non-impact printers : In these printers there is no physical contact between the print mechanism and the paper. They are generally faster than impact printers and noiseless. They are very costly. We can obtain only one copy at a time. e.g. Laser, Ink-Jet, Thermal Printer etc.

b. Depending upon the speed of printing printers are classified as: Character Printers are those which print one character at a time. e.g. Daisy Wheel and Dot Matrix Printer.

Line Printers are those which (apparently) print one entire line at a time. e.g. Drum and Chain Printer.

Page Printers are those which (apparently) print an entire page at a time. e.g. Laser, Ink-Jet and Thermal Printer.

(ii) Modem : Modem is a peripheral device that links your computer to other computers using the telephone line. It basically does modulation and demodulation i.e. converts binary signals (digital) to voice signals (analog) and vice versa. It is also needed to connect a computer to the Internet.

Modems can be internal/external. The modems can transfer data at speeds ranging from 1,200 to 33,600 bits per second (bps). Usually a speed of 14,400 bps is considered satisfactory. The speed of communication depends on the speed of modems at both ends and the final speed will be of the slower modem.

(iii) E-mail : Electronic mail (E-mail) is the most widely used application of internet today. It enables users to send and receive messages over a network from one computer to another. It is a very convenient, economical and fast way of communication, using internet.

E-mail address is required to send or receive E-mail. An E-mail address is made up of three parts:

- a. The first part is the user name or user ID.
- b. The second part is the name of the server or host computer on which the mails will be received.
- c. The third part is the domain address.

So the E-mail address is written as User name@Server name.Domain name

E-mail addresses are used in software programs like Eudora, Outlook Express, etc. and not in browser programs. Some examples of E-mail addresses are : amit@sys.net.in , rita@bom3.vsnl.net.in

Some other advantages of E-mail are :

- a. A message can be composed off-line by using any editor and later can be included in the E-mail as an attachment.
- b. It is also possible to send picture, sound and video files by attaching them to the message.
- c. A copy of the message can be sent to many persons.

```
2c  #include<stdio.h>
    #include<stdio.h>
    main()
    {
    char name[10];
    float ti, it, tit = 0, i;
    for (i=1; i<=25; i++)
    {
    printf("ENTER THE NAME AND TAXABLE INCOME ");
    scanf("%s %f", name, &ti);
    if (ti <= 50000)
        it = 0;
    else if (ti > 50000 && ti <= 60000)
        it = (ti-50000)*0.10;
    else if (ti > 60000 && ti <= 150000)
        it = 1000 + (ti-60000)*0.20;
    else
        {
        it = 19000 + (ti-150000)*0.30;
        it = it + it*0.02;
        }
    tit = tit + it;
    printf("NAME = %s\n", name);
    printf("INCOME TAX = %.2f\n", it);
    }
```

```
printf("TOTAL INCOME TAX = %.2f\n", tit);  
}
```

3a (i) Impact printers : In these printers there is a physical contact between the print mechanism and the paper. They are slow, noisy and cheaper than non-impact printers. We can obtain carbon/multiple copies. e.g. Daisy Wheel, Dot Matrix, Drum and Chain Printer.

Non-impact printers : In these printers there is no physical contact between the print mechanism and the paper. They are generally faster than impact printers and noiseless. They are very costly. We can obtain only one copy at a time. e.g. Laser, Ink-Jet, Thermal Printer etc.

(ii) LAN : LAN means Local Area Network, where computers located at a short distance can exchange data and communicate. E.g. computers connected within an office or a building.

WAN : WAN means Wide Area Network, where computers which are far off from each other can exchange data and communicate using telephone lines and satellites. E.g. computers connected across different cities, states or countries.

(iii) Floppy disk : Compared to hard disk storage capacity of floppy disk is very less. e.g. 360KB, 1.2MB, 1.44MB. From the floppy disk access of data is slow. They are easily removable & transportable. They have a write protect notch. They are cheap. Read/Write heads within the drive touch the disk surface.

Hard disk : It's storage capacity is very high. e.g. 40MB, 120MB, 260MB, 600MB, 1GB, etc. From the hard disk access of data is very fast. They are not easily removable and transportable as they are fixed inside the CPU cabinet. They do not have a write protect notch. They are costly. Read/Write heads do not touch the disk surface.

(iv) Usenet : Usenet is a worldwide system of discussion groups also called as newsgroups. It is a network of other networks like BBS and computers which share and exchange news. Users can post messages on new subjects called articles, or reply to existing articles.

Telnet : Telnet is a service on the internet allowing the user to login from one computer to another on a remote system. This other computer may contain databases, library catalogs, information resources, etc. It requires the User-ID and password. Some computers permit guest logins.

3b Output : (b denotes blank space)

(i) 441 (ii) 0b0b
c=28

3c #include<stdio.h>
main()
{


```
}
```

```
(ii) #include<stdio.h>                               #include<stdio.h>
#include<math.h>                                       #include<math.h>
main()                                                 main()
{                                                       {
float i=1, j=0, s=0;                                   float i=1, s=0;
do                                                       do
{                                                       {
s=s+pow(i,2)/pow(2,j);                                   s=s+pow(i,2)/pow(2,i-1);
i++;                                                       i++;
j++;                                                       }
}                                                       while (i<=11);
while (i<=11);                                           printf("SUM=%f\n",s);
printf("SUM=%f\n",s);                                       }
}
```

5a (i) Spike also known as spike-guard, is an electrical device containing an IC which is used as a stabilizer. It guards the computer system, whenever there is fluctuation in the power supply. The variation in the power supply may cause a major damage to any part of the computer so it is always advisable to connect the computer system to the spike and the spike to the main power supply.

(ii) CD-ROM stands for Compact Disc - Read Only Memory. The Compact Disc (CD) is developed using Laser Technology. It is called as Compact Disc as it can store 650 MB of data. It is a circular platter 12cms in diameter. The surface of the disc has Lands and Pits. Lands are flat surface areas whereas Pits are tiny depressions on the surface of the disc. Lands reflect the laser beam whereas the Pits defuses it. These are understood as binary digits - 0's and 1's. One of the surface of the CD is coloured in silver, blue, green, gold etc, the data is stored on this surface. CD has become the best form of data storage as the data can be stored in huge quantity, it is long lasting, provides high speed and not so expensive. All new software's are now-a-days available on CD's.

(iii) Websites : A website is a place or location on the web giving detailed information about a specific topic. Government Organisations, Companies, News agencies, Television channels, Film producers and many other organisations or individuals have their own website. Some website addresses are www.vsnl.com, www.timesofindia.com, etc.

5b Output : (b denotes blank space)

```
(i) 2b4b5
3b6b8
5b4b8
6b6b11
(ii) 124b102b134
```

```

5c    #include<stdio.h>
        #include<math.h>
        main()
        {
            float
x,y,i,s1=0,s2=0,s3=0,s4=0,s5=0,m1,m2,n,d1,d2,r,byx;
            for (i=1; i<=10; i++)
            {
                printf("ENTER THE VALUES OF X AND Y ");
                scanf("%f %f", &x, &y);
                s1 = s1 + x;
                s2 = s2 + x*x;
                s3 = s3 + y;
                s4 = s4 + y*y;
                s5 = s5 + x*y;
            }
            m1 = s1/10;
            m2 = s3/10;
            n = s5 - s1*s3/10;
            d1 = s2 - s1*s1/10;
            d2 = s4 - s3*s3/10;
            r = n/sqrt(d1*d2);
            byx = n/d1;
            printf("CO-RELATION CO-EFFICIENT = %f\n", r);
            printf("REGRESSION EQUATION
y-%.2f=%.2f(x-%.2f)\n",m2,byx,m1);
        }

```

SECTION - II

- 6a (i) To rename a file/folder, follow these steps :
- Select Start - Select Programs - Select Windows Explorer.
 - Go to the desired drive or folder.
 - Select the file/folder to be renamed.
 - Select File Menu - Select Rename.
 - Type the new name and press Enter.
- (ii) Start button appears on the leftmost corner of the taskbar. It is used to start all programs and open various files. After clicking on the Start button, a menu with the following options, appears on the screen - Programs, Documents, Settings, Find, Help, Run and Shut Down.
- 6b (i) File menu includes options related to file and print operations. This menu also displays the names of recently saved (worked) files. It is activated in following ways:
- Move the mouse pointer on the File menu and click the left mouse button.

OR

- b. Press Alt+ F keys.
Options from this menu are :
 - a. New : It is used to create a new document.
 - b. Open : It is used to open an existing document from the desired drive or folder.
 - c. Close : it is used to close the document currently being edited.
 - d. Save : It is used to save the document in the desired drive or folder.
 - e. Print Preview : It is used to check the document on the screen, before printing.
 - f. Exit : It is used to quit Word.

(ii) To do so, follow these steps :

- a. Select Edit Menu. Select Go To.
- b. We will now get Find and Replace dialog box.
- c. Select Line. Type 55 as line number.
- d. Select Go To button to go to 55th line. Select Close button to return back to the document.
- e. Type ALL THE BEST. Select ALL THE BEST with mouse or keyboard.
- f. To center the text - select Center icon from the Formatting toolbar.
- g. To change the font, font size - select Format Menu - select Font.
- h. We will now get Font dialog box. Select the font as Arial, font size as 14, font style as Bold
- i. To save the document - select File Menu - select Save.

```
6c      SET TALK OFF
        USE TEST
        ANS = "Y"
        DO WHILE UPPER(ANS) = "Y"
        CLEAR
        APPEND BLANK
        @ 5,20 SAY "ENTER THE ROLL NO." GET RN
        @ 7,20 SAY "ENTER THE NAME" GET SNAME
        @ 9,20 SAY "ENTER THE MARKS IN SUBJECT-1" GET M1 RANGE 0,100
        @11,20 SAY "ENTER THE MARKS IN SUBJECT-2" GET M2 RANGE 0,100
        @13,20 SAY "ENTER THE MARKS IN SUBJECT-3" GET M3 RANGE 0,100
        @15,20 SAY "ENTER THE MARKS IN SUBJECT-4" GET M4 RANGE 0,100
        READ
        @17,20 SAY "DO YOU WANT TO CONTINUE ?" GET ANS
        READ
        ENDDO
        CLOSE ALL
        SET TALK ON
        RETURN
```

```
6d (i) SET DECIMALS TO 3
      (ii) @ 4,19 TO 14,59 DOUBLE
      (iii) @10,15 SAY "ENTER THE INCOME" GET INCOME RANGE 0,50000
           READ
```


variables, but not fields. E.g. STORE 25 TO AGE

(iii) EXIT : This command is used to terminate the loop and go to the statement after ENDDO.

QUIT : This command is used to terminate Foxpro and return back to the operating system.

```
7e  SET TALK OFF
    USE DEPOSIT
    ANS = "Y"
    DO WHILE UPPER(ANS) = "Y"
    CLEAR
    STORE 0 TO MRN
    @ 5,20 SAY "ENTER THE RECEIPT NO." GET MRN
    READ
    LOCATE FOR RN = MRN
    IF FOUND( )
        MA = AMT * (1+RATE/100)^(NDAYS/365)
        MD = DEPDATE + NDAYS
        @ 7,20 SAY "CUSTOMER NAME = "+CNAME
        @ 9,20 SAY "MATURITY AMOUNT = "+STR(MA,10,2)
        @11,20 SAY "MATURITY DATE = "+DTC(MD)
    ELSE
        @ 7,20 SAY "RECEIPT NOT FOUND."
    ENDIF
    @13,20 SAY "DO YOU WANT TO CONTINUE ?" GET ANS
    READ
    ENDDO
    CLOSE ALL
    SET TALK ON
    RETURN
```

8a (i) The bar at the bottom of the screen is called the Taskbar. The Taskbar includes Start Button, a variable size button for each application, notification area giving information about date & time, incoming mails, faxes, printer status (active or inactive) etc. Taskbar can be resized or hidden while running an application.

(ii) To create a new folder, follow these steps :

- a. Select Start - Select Programs - Select Windows Explorer.
- b. Go to the desired drive or folder.
- c. Select File Menu - Select New - Select Folder.
- d. A new folder icon will be created and you will be asked to type a name for it.
- e. Type a name and press Enter.

8b (i) To create a 4 X 3 table, follow these steps :

- a. Bring the cursor on a blank line in a document.

- b. Select Table Menu - Select Insert Table.
- c. We will now get the Insert Table dialog box.
- d. Type 4 in Number of Rows box and type 3 in Number of Columns box.
- e. And, then select OK to return back to the document.

To add two more rows to the table, follow these steps :

- a. Place the cursor in the last cell of last row.
 - b. Select Table Menu - select Insert Rows.
 - c. We will now get Insert Rows dialog box.
 - d. Type 2. Select OK.
- (ii) Tools menu contains options used to check the spelling and grammar of the document, thesaurus, autocorrect, count the number of words/characters etc. It is activated by following ways :
- Move the mouse pointer on the Tools menu and click the left mouse button OR Press Alt+ T keys.
- Options from this menu are :
- a. Spelling : It is used to check the document for spelling mistakes.
 - b. Grammar : It is used to check the document for grammatical mistakes.
 - c. Thesaurus : It provides a list of possible meanings and synonyms.
 - d. Word Count : It is used to count the number of words, characters etc. in the selected text or entire document.
 - e. AutoCorrect : It automatically corrects most of the common typing, spelling and grammatical errors.

```
8c  SET TALK OFF
      USE BANK
      ANS = "Y"
      DO WHILE UPPER(ANS) = "Y"
      CLEAR
      STORE 0 TO MA_NO
      @ 5,20 SAY "ENTER THE ACCOUNT NO." GET MA_NO
      READ
      LOCATE FOR A_NO = MA_NO
      IF FOUND( )
          STORE 0 TO AMT
          STORE SPACE(1) TO TYPE
          @ 7,20 SAY "ENTER THE TRANSACTION AMOUNT" GET AMT
          @ 9,20 SAY "ENTER THE TYPE OF TRANSACTION" GET TYPE
          READ
          IF UPPER(TYPE) = "D"
              REPLACE BALANCE WITH BALANCE + AMT
          ELSE
              REPLACE BALANCE WITH BALANCE - AMT
          ENDIF
          @11,20 SAY "UPDATED BALANCE = "+STR(BALANCE,9,2)
      ELSE
```

```
@ 7,20 SAY "ACCOUNT NO. NOT FOUND."  
ENDIF  
@13,20 SAY "DO YOU WANT TO CONTINUE ?" GET ANS  
READ  
ENDDO  
CLOSE ALL  
SET TALK ON  
RETURN
```

- 8d USE BALANCE
- (i) LIST OFF CNAME, ORD_AMT-ADVR
 - (ii) INDEX ON CNAME TAG CN
LIST CNAME, ADVR FOR CITY = "PUNE"
 - (iii) REPLACE ORD_AMT WITH ORD_AMT-ORD_AMT*0.05, ADVR WITH
ADVR+ORD_AMT*0.05 FOR ORD_AMT >
10000
 - (iv) SUM ADVR TO TA
 - (v) LOCATE FOR "NAGAR" \$ CITY AND ORD_AMT-ADVR = 0
 - (vi) COUNT FOR ORD_AMT-ADVR = 0
 - (vii) SORT ON CITY,CNAME TO CCN
 - (viii) INDEX ON ORD_AMT DESCENDING TAG OD

- 9a (i) The dialog box in windows is used to :
- a. Give more information to the user.
 - b. Receive more information from the user.
 - c. Receive confirmations from the user like Yes, No, OK, Cancel etc.
- (ii) To do so, follow these steps :
- a. Select Start - Select Programs - Select Windows Explorer.
 - b. From the Windows Explorer screen - Double click on the A drive.
 - c. Select the file AMC.DOC
 - d. Select Edit Menu - Select Copy.
 - e. Double click on the hard disk drive (C:). Double click on the folder My Documents.
 - f. Select Edit Menu - Select Paste.
- 9b (i) To print a document quickly, Select Print icon on Standard Toolbar.
- (ii) Select File Menu - Select Open. We will now get Open dialog box. Select the drive (C:) and directory (WORK). Select the file to open. And, then select Open button.
- (iii) To find the number of words in the text selected - Select Tools Menu - Select Word Count.
- (iv) To insert a page break, follow these steps:
- a. Place the cursor at the desired position in a document.
 - b. Select Insert Menu - Select Break. We will get Break dialog box.
 - c. Select Page Break. And, then select OK.

- 9c (i) SET PRINT ON - This will cause the output of ?, ??, LIST, DISPLAY, etc commands to be sent to the screen as well as the printer.
SET PRINT OFF - This will cause the output of ?, ??, LIST, DISPLAY, etc commands to be sent only to the screen.
- (ii) SET CONFIRM ON : This command is used, so that at the time of data entry when we fill up a field fully the cursor will not automatically move to the next field but will wait for us to press the Enter or Tab key.
SET CONFIRM OFF : At the time of data entry when we fill up a field fully the cursor will automatically move to the next field and not wait for us to press the Enter or Tab key.
- (iii) SET EXACT ON - While comparing two character strings, FoxPro will check for exactly the same contents and length for both the strings.
SET EXACT OFF- Foxpro now checks for only those characters which are specified, starting with the leftmost characters and ignores the extra characters.
- (iv) SET ESCAPE ON - Enables use of Esc key to interrupt program execution.
SET ESCAPE OFF - Disables the use of Esc key.

```
9d  SET TALK OFF
    SET DEVICE TO PRINTER
    USE MARKS
    INDEX ON NAME TAG NAME
    @ 1,0 SAY "SEAT NO."
    @ 1,10 SAY "STUDENTS NAME"
    @ 1,35 SAY "SUB1"
    @ 1,40 SAY "SUB2"
    @ 1,45 SAY "SUB3"
    @ 1,50 SAY "SUB4"
    @ 1,55 SAY "TOTAL"
    @ 1,61 SAY "AVERAGE"
    @ 1,69 SAY "GRADE"
    R = 2
    DO WHILE NOT EOF( )
    TM = M1 + M2 + M3 + M4
    AVG = TM / 4
    IF M1 < 50 OR M2 < 50 OR M3 < 50 OR M4 < 50
        GRADE = "B"
    ELSE
        GRADE = "A"
    ENDIF
    @ R,0 SAY SN
    @ R,10 SAY NAME
    @ R,35 SAY M1
    @ R,40 SAY M2
    @ R,45 SAY M3
    @ R,50 SAY M4
```

```
@ R,55 SAY STR(TM,3,0)
@ R,61 SAY STR(AVG,6,2)
@ R,69 SAY GRADE
R = R + 1
SKIP
ENDDO
CLOSE ALL
SET DEVICE TO SCREEN
SET TALK ON
RETURN
```