Time Allowed: 3 hrs                                          Max. Marks: 100
**Instructions: Answer the questions according to the marks. Attempt all questions.**

**Q # 01. MCQ's.**                                          (Marks 30)

1- The Operating System is responsible for
   - Controlling peripherals devices such as monitor, printer, disk drives
   - Detecting errors in user's programs
   - Provide an interface that allows users to choose program to run and manipulate files
   - Manage user's files on disk

2- Instructions in a stored program are normally executed
   - In sequential order or in the order directed by statements within the program
   - Only in random order
   - In random or sequential order
   - In random, sequential or any desired order permitted by the program

3- An online direct access system
   - Is well-suited to processing invoices in a small business
   - Runs at periodic intervals
   - Provides accurate information in a timely manner
   - Is a stand-alone microcomputer

4- Which of the following is NOT application software?
   - Word processing
   - CD-ROM
   - Spreadsheet
   - E-mail

5- All data processing involves
   - processing
   - input and output
   - input and processing
   - input, processing and output

6- Global search-and-replace in word processing allows you to
   - Correct a consistently misspelled word
   - Avoid typing many repetitions of a phrase
   - Adjust the page format (width and length) for an entire document
   - Vary the content of a text by randomly substituting synonyms for selected words

7- A single microcomputer will have
   - RAM
   - REM
   - ROM
   - RAM and ROM

8- Which of the following computer components has volatile memory?
   - ROM
   - Floppy Disk
   - RAM
   - Hard Drive

9-  Each storage location in computer memory
  - Has a unique address
  - Represents one word
  - Represents a field
  - Has the same address

10- The decimal number 87 converts to the binary number
  - 0100110
  - 1010111
  - 1100001
  - 1101101

11- The secondary storage device that is utilized frequently in back-up procedure is a(n)
  - monitor
  - magnetic tape
  - CD-ROM
  - Optical scanner

12- A modem is a device that
  - Controls the mouse and other input functions
  - Links the computer's central processor to a peripheral device
  - Converts digital signals to analog signals
  - Converts basic programs to machine language

13- Information can be transferred between the database management system and a
  - Spreadsheet program
  - Word processor program
  - Graphics program
  - All of the above

14- Magnetic tape is
  - Better for storage when direct access will be used
  - Equally appropriate for direct and sequential storage
  - Better for storage when data will be accessed sequentially
  - Best for primary storage

15- A URL refers to a
  - Web page address
  - Memory chip
  - Type of database index
  - Programming language

16- All of the following are input devices EXCEPT a
  - Keyboard
  - Monitor
  - Microphone
  - Mouse

17- A distributed-processing environment includes
  - A single computer with a distributed processor
  - Computer systems at ten or more separate locations administered by on IT department
  - Computer systems at five or more locations
  - Computer systems at a number geographic locations linked to a central computer

18- A formula in a spread sheet can
  - Change the point size
  - Total a column of numbers
  - Save all pages of the worksheet
  - Apply formatting to the worksheet

19- Which of the following contains the smallest amount of data?
  - 64 bytes
  - 1 megabyte
  - 64 KB
  - 1 gigabyte

20- Which of the following is a function of OCR"
  - Printing a scanned photograph
  - Storing a scanned file
  - Printing a scanned text file
  - Translating a scanned file into text

21- The following storage units are listed in order of increasing size. Fill in the missing item.
  bit, byte, _____, megabyte, gigabyte

22- The process of converting a message into meaningless text for security is called _____.
  - Encoding
  - Encryption
  - Decryption

23- Formal rules for accomplishing tasks that have been developed to cope with expected situation in an organization. called _____.
  - Operations Policy
  - Standard Operating Procedures
  - Procedures to follow

24- A business management system that integrates all facets of the business including planning, manufacturing. sales and finance so that they can become more coordinated by sharing information with each other known as _____.
  - Enterprise Resource Planning
  - Application Software
  - Computer-based system

25- The use of digital technologies such as electronic funds transfer, credit cards, smart cards, debit cards and internet-based payment systems to pay for products and services electronically called _____.
  - E-commerce
  - E-banking
  - E-solution

26- A continuous waveform that passes through a communication medium; used for voice communication called _____.
  - Analog Signals
  - Digital Signals
  - Sound Waves

27- Highly trained technical specialists who write computer software instruction known as _____.
  - System Analyst

- Programmer
- System Administrator

28- A secure connection between two points across the internet to transmit corporate data provides a low-cost alternative to a private network known as _____.
- Internet Service Provider
- Virtual Private Network
- Value Added Network

29- The process of creating small stable data structures from complex groups of data when designing a relational database called _____.
- Data Structure
- Normalization
- Tables

30- A tool for locating specific sites or information on the internet called _____.
- World wide web
- Internet explorer
- Search engine

## Q # 02. Define the following,

|   |   |   |
|---|---|---|
| i. | Parallel running | (Marks 02) |
| ii. | Parallel processing | (Marks 02) |
| iii. | Multitasking | (Marks 02) |
| iv. | Multiprogramming | (Marks 02) |
| v. | Multiprocessing | (Marks 02) |

## Q # 03. Explain.

|   |   |   |
|---|---|---|
| i. | Define System Development Life Cycle (SDLC). in detail. | (Marks 10) |
| ii. | What do you understand by Management Information System (MIS)? | (Marks 04) |
| iii. | Explain the role of the "System Analyst" in an Information System. | (Marks 04) |
| iv. | How MIS can make a business successful? | (Marks 04) |
|   | Pick up an example from the real world and discuss. (Try to prove). | |

## Q # 04. Define the following,

|   |   |   |
|---|---|---|
| i. | Files | (Marks 02) |
| ii. | Records | (Marks 02) |
| iii. | Characteristics of a database | (Marks 02) |
| iv. | In-house Software Development | (Marks 02) |
| v. | Outsource | (Marks 02) |
| vi. | Batch Processing | (Marks 02) |
| vii. | Online Processing | (Marks 02) |
| viii. | Information | (Marks 02) |
| ix. | Process | (Marks 02) |
| x. | Define Electronic Data Interchange (EDI) | (Marks 02) |

## Q # 05. Define.

|   |   |   |
|---|---|---|
| i. | Wide Area Network | (Marks 02) |
| ii. | Local Area Network | (Marks 02) |
| iii. | Metropolitan Area Network | (Marks 02) |
| iv. | Transaction Processing System (TPS) | (Marks 03) |
| v. | Decision Support System (DDS) | (Marks 03) |
| vi. | Executive Support System (ESS) | (Marks 03) |
| vii. | Expert System       (ES) | (Marks 03) |