**BON SECOURS COLLEGE FOR WOMEN**

***Accredited with ‘A’ Grade by NAAC***

**UGC Recognized 2(f) & 12 (B) Institution**

**Affiliated to Bharathidasan University, Trichy**

**VILAR BYPASS, THANJAVUR -6.**

**PG DEPARTMENT OF COMPUTER SCIENCE**

**Semester: II Class: I B.COM (CA) Subject Code: 16CACCA1B Unit I**

**Part-A (2 Marks)**

1. What is Database?
2. What is DBMS?
3. List out the Database Applications.
4. Define MS-Access.
5. What is an elements of MS-Access?
6. What do you mean by Query?
7. Define Table.
8. What is an Entity set?
9. What are the types of Query language?
10. What is mean by Report?
11. Define Record.
12. Define Key and their types.
13. Define Primary key
14. Define Foreign key.
15. Define Forms and their types.
16. What is mean by module?
17. What is mean by Macro?

**Part – B ( 4 Marks)**

1. What are the parts of an access window?
2. How to create new database in Ms-Access.
3. How to create table in Ms-Access.
4. What are the functions of Relationships?
5. Explain about the Web toolbar.

**Part – C (7 Marks)**

1. Explain about Objects in MS-Access?
2. Explain about the Formatting toolbar.
3. Explain about the Standard toolbar.
4. Explain about the Forms in MS-Access.
5. Explain about the Macros in MS-Access.
6. Explain about Query in MS-Access.
7. How to create Report in MS-Access.

**Unit - II**

**Part –A (2 Marks)**

1. What is mean by PageMaker?
2. Define File menu?
3. Define Indent
4. What is mean by Layout?
5. Define Control Palette.
6. What is Ruler?
7. What is Layers?
8. What is mean by Crop tool?
9. What is mean by window menu?
10. What is mean by element menu?

**Part – B ( 4 Marks)**

1. What are the features of PageMaker?
2. How to create Master Page in Page Maker?
3. Discuss about PageMaker window.
4. Discuss about the file and edit menu.
5. Write short note on utilities menu.

**Part – C (7 Marks)**

1. Explain about the elements of PageMaker?
2. Explain about the PageMaker Toolbar and their Icons.
3. Explain about Layout in PageMaker
4. Explain detail in PageMaker window.
5. Explain about Indent in PageMaker.
6. Explain creating line and shapes in PageMaker.

**Unit III**

**Part –A (2 Marks)**

1. Define Photoshop.
2. What is Template?
3. Define Info palette.
4. Define Bitmap image.
5. Define Vector image.
6. What is mean by Palette?
7. Define Layers.
8. Define Lasso tool.
9. What is Gradient?
10. What is Healing tool?
11. What are Swatches palettes?
12. How does Red Eye tool works?
13. What is mean by Blur tool?
14. Which tool is used to combine images?
15. Define Masking.

**Part – B ( 4 Marks )**

1. How to opening and saving a file in Photoshop?
2. Discuss about the Photoshop toolbox.
3. Discuss about Bitmap and Vector images.
4. Write short notes on Selection and Masking technique.
5. Write short notes on Animations.

**Part – C (7 Marks )**

1. Explain about Photoshop Toolbox.
2. Explain about the Palette and their types in Photoshop.
3. Explain about the Layers in Photoshop.
4. Discuss about color correction technique.
5. Discuss about masking technique.