(9) Seat No. _____   No. of Printed Pages : 2

SARDAR PATEL UNIVERSITY

F.Y.B.C.A. (1st Semester) (CBCS) EXAMINATION – 2017 (NC)

US01EBCA03 : Desktop Publishing

Date:17/03/2017 , Friday   Time: 2:00 to 4:00 PM   **Total Marks : 70**

Q.1 Multiple choice questions: [10]

1. _____ displays the page at the next higher magnification.

(a) Ctrl -   (b) Ctrl +   (c) Ctrl+1   (d) Ctrl+0

2. _____ window is used for making precise changes to text and graphics.

(a) Control Palette   (b) Plug-in Palette   (c) Tools Palette   (d) All of the above

3. DTP is used to create documents with a complex layout of _____.

(a) Text and Chart   (b) Text and Images   (c) Text and Graphics (d) All of the above

4. To place larger amounts of text in the PageMaker document _____option is used.

(a)Autodraw   (b)Autosize   (c) Autoflow   (d) None

5. _____ drawn through frame distinguish frame from the drawing icons.

(a) Y   (b) Z   (c) X   (d) None

6. File created in pagemaker has _____ extension.

(a) .pmd   (b) .xls   (c) .doc   (d) .pop

7. For editing and proofing of documents PageMaker provides the _____

(a) story editor   (b) text editor   (c) graphic editor   (d) None

8. _____ are similar to transparent sheets, placed one on top of the other.

(a)threads   (b)links   (c) parts   (d) layers

9. _____ is a publication with a prebuilt page design that you can use immediately.

(a) Customize doc   (b) Template   (c) New page   (d) Book

10. When the layer is locked, a _____icon with a line through it appears.

(a)arrow   (b)red   (c) pencil   (d) blue

Q.2 Attempt any ten out of twelve.   [20]

1. Write steps to create text using drag and drop.

2. Explain meaning of publishing.

3. Why we are using PageMaker?

4. List popular desktop publishing software.

5. Write steps to duplicate an object.

6. List any five tools available in PageMaker tool palette.

7. List the types of frame in PageMaker.

8. How can we set margins for document?

9. Explain master page.

(P.T.O.)

10. Write steps to open story editor.

11. Explain PageMaker template.

12. List the part of PageMaker page for which we can define a style.

Q.3 (a)	Explain the need of Desktop Publishing.	[6]
(b)	Write a note on "Key features of PageMaker 7.	[4]

OR

(a)	Explain Advantages of PageMaker.	[6]
(b)	Explain Graphics and Desktop Publishing.	[4]

Q.4 (a)	Explain all modes of Control Palette.	[7]
(b)	Describe Print Dialog box of PageMaker 7.	[3]

OR

(a)	Write steps to specify text wrap options.	[7]
(b)	Write steps to place in-line graphic.	[3]

Q.5 (a)	Explain numbering page in PageMaker.	[5]
(b)	Write a difference between frame and graphics.	[5]

OR

(a)	Write steps to apply different master pages to different pages in the document.	[5]
(b)	Write steps to create a Table from within a PageMaker.	[5]

Q.6	Discuss layer palette and character formatting in detail.	[10]

OR

Q.6	Describe style palette and story editor in detail.	[10]

—— X ——

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