

[LI 0216]

FEBRUARY 2016

Sub. Code: 1107

B.Sc. OPERATION THEATRE AND ANAESTHESIA TECHNOLOGY

FIRST YEAR

PAPER II – COMPUTER AND ENGLISH

Q.P. Code: 801107

Time : Three Hours

Maximum : 100 Marks

Answer ALL questions.

I. Elaborate on:

(3 x 10 = 30)

1. Give a detailed account on the characteristics of successful communications. The 7 Cs.
2. Briefly explain about Giving Directions.
3. Explain the procedure for printing a file with options.

II. Write notes on:

(8 x 5 = 40)

1. Information Communication.
2. Explaining Differences.
3. Formal Language.
4. Reporting what happened at a session?
5. Medium, Micro, * Mini computers.
6. Usage of Spell checker and Grammar.
7. Auto Formatting.
8. Uploading and downloading files.

III. Short Answers on:

(10 x 3 = 30)

1. Purpose of communication.
2. Reading Purposefully.
3. Definitely and giving Reasons.
4. Barriers in communication.
5. Drawing Conclusion in comprehension Passage.
6. DIR and TYPE Margins.
7. Adjusting Margins.
8. Cell editing.
9. Inserting Slides.
10. Google Search.
