



EASTERN UNIVERSITY, SRI LANKA
EXTERNAL DEGREE EXAMINATION IN SCIENCE
FIRST YEAR FIRST SEMESTER - 2003/2004
(OCT./DEC., 2006)

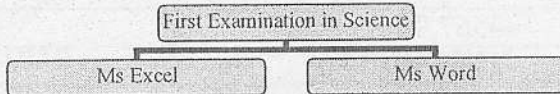
EXTCC 152 – Introduction to Application Software – Practical Examination
(Proper/Repeat)

Answer all questions

Time Allowed: 03 Hours

Q1)

- Format your diskette and label it with your "Index Number".
- Make the directory in the following manner in your diskette.



Q2) Type the following in the Excel work sheet and save it as "A:\First Examination in Science\Ms Excel\Q2.xls".

Full Name	ID	Salary	Birth Place	NIC No	Bonus	Net Salary
Mr.Raja Rahavan	D101	Rs 15,000	Colombo	753500881V		
Miss.Kamala Mahendran	D102	Rs 10,000	Vavuniya	736758092v		
Miss.Shangee Rithik	D103	Rs 25,000	Batticaloa	796150258V		
Mr.Kajendran Visuva	D104	Rs 18,000	Colombo	704150448V		
Mr.Ravi Vinayakam	D105	Rs 17,000	Vavuniya	683160590V		
Mrs.Kumari Kalyan	D106	Rs 21,000	Batticaloa	657400658V		

Make the column "Full Name" wide enough to show all the text.

- Insert the column "Name with Initials" between "Full Name" and "ID" and fill it like as "Mr.R.Rahavan" (Using the suitable functions).

b) Insert the column “sex” between “NIC No” and “Bonus” and fill the column with suitable functions.
 (Hint: take 3 digit numbers starting from the third position in NIC No. and then compare with 500. If it is greater than 500, then sex is Female otherwise Male)

c) Fill the column “Bonus” according to the following table:

Salary	Bonus
Less than Rs 10,000	10% in salary
Rs 10,000 to Rs 14,999	12% in Salary
Rs.15,000 to Rs.20000	15% in Salary
greater than Rs.20000	18% in Salary

d) Calculate Net Salary, where Net Salary= Salary + Bonus
 e) Create the column chart ID Vs Salary & Bonus.

Q3) Enter the following information in Microsoft Excel sheet1 and save it as “A:\First Examination in Science\Ms Excel\Q3.xls”.

Name	Basic salary	Special Allowance	Risk Allowance	Gross Pay	EPF	Net Pay
Sam	4567.80					
Ridley	2750.50					
Marcshall	7000.00					
James	4070.50					
Mena	7050.75					

Use the following formulas to fill the columns:

- ❖ Risk allowance = 3% Of Basic Salary
- ❖ Special allowance = Basic Salary <=4000 then 6% of Basic Salary, Otherwise 3% of basic Salary.
- ❖ Gross pay =Basic Salary + Special Allowance + Risk Allowance
- ❖ EPF= 10% of Gross Pay
- ❖ Net Pay = Gross Pay - EPF

Calculate the following based on the above fact:

- a) Risk allowance for each employee
- b) Special Allowance for each employee
- c) EPF for each Employee
- d) Gross pay for each employee
- e) Net pay for each employee
- f) Rename the sheet name as “Salary”



Q4) Create the following document using MS Word and save it as "A:\First Examination in Science\Ms Word\Q4.doc".

a)

MODE OF EXAMINATION	WORD PROCESSING	C++	VISUAL BASIC
Theory	80	85	60
Practical	95	68	76
Assessment Theory	68	45	56

b)

Item-Code	Model	Name	Quantity
35CA	Acer	Monitor	24
568QL	HP	Printer	15
1500LJ	Epson	Printer	12
876Q	Micro	Scanner	34
8956QC	LaserJet	Printer	09

Item-code	Price	Discount
39CI	\$2700	15%
4569QL	\$900	5%

c)

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A wide variety of communication protocols exist. Some of these protocols include LAN protocols, WAN protocols, network protocols, and routing protocols.

LAN protocols operate at the physical and data link layers of the OSI model and define communication over the various LAN media. WAN protocols

operate at the lowest three layers of the OSI model and define communication over the various wide-area media.

Routing protocols are network layer protocols that are responsible for exchanging information between routers so that the routers can select the proper path for network traf. Finally, network protocols are the various upper-layer protocols that

exist in a given protocol suite.

Many protocols rely on others for operation. For example, many routing protocols use network protocols to exchange information between routers. This concept of building upon the layers already in existence is the foundation of the OSI model)

Q5) Prepare the following letter and merge it to the addresses below. All the things should be saved with related names in the path of "A:\ *First Examination in Science*\Ms Word\Merge\".

Chelmer Leisure and Recreation Centre
Park View road
Chelmer Cheshire
CE9 IJS
4th September, 2006.

Universal gym (Europe) Ltd
Hutton
Brentwood
Essex
CM13 1XA

Dear Sir

Health and Fitness Centre for Chelmer Leisure and Recreation Centre.

As part of my studies for my BA in business Studies, Sport and Recreation, I am conducting a project on behalf of Chelmer Leisure and Recreation Centre. Chelmer Leisure and Recreation Centre wishes to investigate the options for the

Enhancement of their health and fitness facilities. Currently I am approaching a number of potential suppliers with a view to collecting information on the range of equipment available in the marketplace. I would therefore be grateful if you would supply me with appropriate publicity literature and equipment specifications, together with price lists.

Thank you
Yours faithfully
Ms S Leveridge.

Letters need to be sent to the following addresses:

1. Eastern gym (Asia) Ltd.
No.30, Lake Road
Batticaloa
Sri Lanka
2. Keep Fit gym (Asia) Pvt. Ltd.
245 1/4, Galle road
Colombo 5
Sri Lanka
3. Keep Healthy gym (Asia) Ltd.
#2341 Park Avenue
Mall 3x Serangoone
Singapore 304

4. City gym (Europe) Ltd.
Kenwood
Waxel place
Scotland
London
5. Improve Body (India) Ltd.
#225, Barilly Nagar
Chennai - 15
India.
6. Health Care (Thailand) Ltd.
"Care Complex"
Parli Road
Thailand.
7. Mens Fitness (Pvt) Ltd.
#555, Coople House Street
Middle Sex
London.
8. World Care Company Ltd.
113, Havelock Road
Colombo - 03
Sri Lanka.
9. Human Care (India) Ltd.
"Ram Tower"
Gandi Road
Bangalore
India.
10. Well Care International Ltd.
"Major Complex"
Walls Garden
Grandsted - 7200
Norway.



❖ *Make Sure that all your works should be saved in your Floppy Diskette.*