

## लोक सेवा आयोग

नेपाल विविध सेवा, राजपत्र अनङ्कित द्वितीय श्रेणी, सहायक कम्प्युटर अपरेटर (प्राविधिक) पदको  
प्रतियोगितात्मक लिखित परीक्षा

मिति:- २०८०।०८।०९

समय: २ घण्टा १५ मिनेट

पूर्णाङ्क:- १००

पत्र: द्वितीय

बिषय: सेवा सम्बन्धित कार्य-ज्ञान

निम्न प्रश्नहरूको उत्तर Section अनुसार छुट्टाछुट्टै उत्तरपुस्तिकामा लेख्नुपर्नेछ।

### Section - A

Marks - 50

1. Define main memory and auxiliary memory. Also explain memory hierarchy. 2+3=5
2. Explain about DOS. Write any four command of DOS. 1+4=5
3. Differentiate between Status Bar and Scroll Bar in word processing application. 5
- ✓ 4. What do you understand by indentation ? Explain various types of indentation. 1+4=5
5. What is meant by relative and absolute cell references in Ms-Excel ? Give examples to illustrate them. 5
6. What is a chart ? Briefly explain various types of charts. 1+4=5
7. What is mail merge ? What are its advantages in word processing ? Write down the steps of applying mail merge with a suitable example. 10
8. Briefly discuss about the use of at least ten basic functions on Electronic Spreadsheet. 10

### Section - B

Marks - 50

9. How is formatting field data different from validating field data ? Explain. 5
- ✓ 10. What do you mean by table, field and record in database management system ? 5
- ✓ 11. What is a presentation system ? Differentiate between animation and transition in a presentation. 1+4=5
- ✓ 12. Define Routers, Hubs and Switches. 5
13. What is Firewall ? Explain the usages of Firewall. 1+4=5
14. Briefly write about the role of Government Integrated Data Center (GIDC). 5
15. Explain various security mechanisms in detail. 10
16. Describe about the objectives of National Information and Communication Technology Policy, 2072. 10

««« The End »»»