

(This question paper contains 1 printed page)

Roll No.

Sl. No of Question Paper: 2876

Unique Paper Code: FALC-ARB

F -1

Name of the Paper: Applied Language Course (Arabic)

Name of the Course: Bachelor with Honours

Semester: I

Duration: 1 hour

Max. Marks: 20

Instruction for Candidate

**Note:-**Unless otherwise required in a question, answers may be written either in English or in Arabic or in Hindi or in Urdu; but the same medium should be used throughout the paper.

Attempt any *two* questions. Each question carries 10 marks.

1. Explain various methods to select whole content of the MS Word file.
2. Write steps to save a MS Word Arabic file.
3. Write two major aspects of MS Word that differentiate it from MS Power Point.
4. Write the steps to enable Arabic keyboard in Windows Operation System.
5. Write a short note on benefits of MS Word.