

CERTIFICATE IN DESKTOP PUBLISHING (DTP)

(613)

Time : 2 Hours]

[Maximum Marks : 40

Note : All questions are compulsory and carry marks as indicated against each question.

1. Define any *four* of the following : 1×4=4
 - (a) Drop-down List Box
 - (b) Vector Graphics
 - (c) Outline Pen Dialog Box
 - (d) Text Block
 - (e) Art History Brush Tool

2. Differentiate between any *three* of the following : 2×3=6
 - (a) Pair Kerning and Leading
 - (b) Cropping Graphics and Skewing Graphics
 - (c) Page Size and Paper Size
 - (d) Page Reference Entry and Cross Reference Entry

3. Discuss following components of Windows Operating System : 3
 - (a) Control Panel
 - (b) Notepad
 - (c) Recycle Bin

4. Explain the *three* ways of placing text in a publication. 3

5. Write short notes on any *two* of the following : 1½×2=3
- (a) Stacking
 - (b) Tables in PageMaker
 - (c) Template
6. How will you insert graphics in a publication using Insert Object Command and Paste Special Command? 3
7. What do you understand by a Style Sheet? Discuss any *four* components of a Style Sheet. 3
8. Explain various Window elements of CorelDraw. 3
9. Explain steps for attaching Text to a Path and Aligning Text on Paths. 3
10. What is the usage of Freehand Tool? Explain (a) Closed Curves, (b) Nodes and Segment of a Curve. 3
11. Explain the concept of Layers and Marks in Photoshop. 3
12. Describe the concept of resizing the Canvas. 3

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