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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