

MAHARASHTRA STATE BOARD OF SKILL DEVELOPMENT EXAMINATION, MUMBAI**Examination—July, 2020****CERTIFICATE COURSE IN DESK TOP PUBLISHING****[Time—3 hours]****(BETW 100)****English Medium ; Marking Scheme (Practical-I)**

	Marks
1. Give the following instructions :—	15
(+) Change the Background of the	15
(+) Give the < To > + P. No. of the	20
(E) Computer Operator (Info & Give the Resume of the	20
2. Tree Structure of the	10
3. Give the procedure of the work.	10
4.] of the	10
5. + of the	

(ENGLISH)**[TIME ALLOWED—3 HOURS]****(MARKS—100)****COMPUTER FUNDAMENTALS (PRACTICAL-I)**

	Marks
1. Do the following :—	
(a) Change the background of your P. C.	15
(b) Create your E-mail I.D.	15
(c) Create your resume for Computer Operator.	20
2. Create your tree structure.	20
3. Write the procedure of above work.	10
3. Term Work.	10
4. Oral.	10