



UTTARAKHAND OPEN UNIVERSITY, HALDWANI (NAINITAL)
उत्तराखण्ड मुक्त विश्वविद्यालय, हल्द्वानी (नैनीताल)

CCA-11
ASSIGNMENT

Last Date of Submission: 15/07/2015

Course Title: Introduction to DTP

Course Code: CCA-03

Year: 2014-15

Maximum Marks: 20

Section 'A' contains 08 short answer type questions of 2.5 marks each. Learners are required to answers 4 questions only. Answers of short answer-type questions must be restricted to 250 words approximately.

1. What is PageMaker and why is it used for?
2. What are PageMaker palettes? What functionality do they provide?
3. How do we create new PageMaker publication?
4. What are the steps for naming, saving, and closing a PageMaker publication?
5. What are the different drawing tools in PageMaker?
6. What is the Polygon tool in PageMaker? How can we edit a polygon?
7. What is OLE? Explain.
8. Write a short note on the Grid Manager of PageMaker.

Section 'B' contains 04 long answer-type questions of 5 marks each. Learners are required to answers 02 questions only.

1. Explain the work area of PageMaker along with its components.
2. What are master pages? What are the advantages of having master pages in a publication? How can we create Master pages? Explain with an example.
3. What is resolution in Photoshop? Explain briefly.
4. Describe Photoshop's toolbox. How many categories of tools are there? Explain each of them.