

2025

Name of the VTC: Desktop Publishing-II (263.2)

Full : 60

Time: 3 hours

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**A. Instructions.**

**1. Component I: Lab Report/ Field Report/Project Report (20)**

Students need to submit their practical copies / laboratory reports / notebooks on the day of their examination which should contain the write-up of the practical assignments given to them during the fourth semester on the given topics from Unit II to Unit IV to be evaluated by the Examiners.

**2. Component III:**

**Demonstration/Experiment/Performance/Presentation/Identification/Technique Preparation.**

**(30)**

- Students are required to implement any one Set from the Section B based on lottery
- Weightage of the are as follows:
  - i. Implementation and demonstration – 60%
  - ii. Fulfilment and completion – 30%
  - iii. Quality of the work – 10%

**3. Component II: Viva Voce**

**(10)**

Viva-Voce will be based on Component I and Component III mentioned above.

**B. Attempt Any One of the Following Sets (30 )**  
**Component – III**

**Set 1**

1. a) Open the homepage from the website of North-Eastern Hill University in Chrome/ Firefox/Edge and save the homepage in the desktop folder named as “VTC\_DTP”.  
**(2+3 = 5)**
- b) Bookmark a webpage separately in any browser. Find and clear the browsing history of the browser. Then open a website in incognito or private mode. **(3+3+4=10)**
2. a) Open an image in Photoshop, use the Crop Tool to remove parts. **(2+3 = 5)**
- b) Reduce the image resolution by 50%, then rotate the image by 90 degrees, and add text with a font size of 15 and font colour red. **(4+3+3= 10)**

## Set 2

1. a) In Photoshop, create a new landscape document with a resolution of 300 dpi. Using the Brush Tool, draw an image on the canvas with a brush thickness of 10.

(2+3= 5)

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- b) Use the Rectangular Marquee and Elliptical Marquee tools of Photoshop to erase or cut parts of an image. Create a new layer and fill it with colour using the Paint Bucket Tool.

(3+3+4= 10)

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2. a) Create a new email account, compose an email, and send it to the same account.

(5+3+2= 10)

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- b) Attach a file to an email and send it.

(2+3= 5)

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### Set 3

1. a) Open a website in Google Chrome, open multiple tabs, and download a file from the internet. Save the file in a folder on the desktop named "VTC DTP".

(1+2+2=5)

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- b) Use the search bar in your browser to look for "latest news" and copy-paste the top five news stories into a new PageMaker document. Use font size 11, Times New Roman, and align the text to the left.

(3+3+4=10)

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- 2) a) In Photoshop, create a new portrait document with a resolution of 300 dpi. Use the Shape Tool to create simple drawings on the canvas. Then, create a new layer and hide it using the eye icon.

(3+3+4= 10)

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- b) Save the image in JPEG format on the desktop in a new folder named "VTC\_DTP".

(3+2= 5)

#### Set 4

1. a) In Photoshop, create a new layer and rename it "bottom". Make sure the layer is above the first layer and fill it with colour using the Paint Bucket Tool.

(3+3+4= 10)

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- b) Create additional layers and rename them "top" and "middle." Then, delete layer named "top".

(3+2= 5)

2. a) Log in to your email account, send an email to a friend, check your spam folder, delete an email from the spam folder, and clear the bin folder.

(2+2+3+3= 10)

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- b) Open your email account and check the "Sent" folder. Mark an email as important and sign out.

(2+3= 5)

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## Set 5

1. a) Log in to your email account and set the email priority to "Unread First." Then, go back to your inbox, mark the sent mail as important, and add a new contact to your email address book. (2+3+3+2=10)  
  
b) Check the "Inbox" folder, mark an email as important, and sign out. (2+3=5)
2. a) Create a one page A4 document in PageMaker and set the margins to 0.5 inches with three columns. Place a text box, where the text spreads across the three columns using sample placeholder text. Insert an image in the middle of the text with text wrapping applied. (2+3+3+2=10)  
  
b) Save the edited image in both JPEG and PNG formats on the desktop in a folder named "VTC\_DTP". (2.5+2.5= 5)

## Set 6

1. a) Open an image in Photoshop and use the Crop Tool to remove unwanted parts. Then, select a part of the image using the Magic Wand Tool and create a new layer with the selected part. (2+2+3+3= 10)  
  
b) Save the edited image in both JPEG and PNG formats on the desktop in a folder named "VTC\_DTP". (2.5+2.5= 5)
  2. a) Open a website in Google Chrome, open multiple tabs, download a flower image from the internet, and save it in a folder on the desktop named "VTC\_DTP." (2+3= 5)  
  
b) Use the DD News portal to look for "Top Stories." Copy and paste the top five news articles into a new PageMaker document using font size 11, Times New Roman, and align the text to the left. (3+7= 10)
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## Set 7

1. a) Open an image in Photoshop. Using the Lasso Tool, make a selection and create a new layer. On the first layer, reduce the resolution by 50% and rotate the image 90 degrees. (2+3+2+3= 10)  
  
b) Save the edited image in both JPEG and PNG formats on the desktop in a folder named "VTC\_DTP". (2.5+2.5= 5)
  
  2. a) Create a new email account, compose an email, and send it to the same newly created account. (4+3+3= 10)  
  
b) Attach a file to an email and send it. (3+2= 5)
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## Set 8

1. a) Open the homepage from the website of North-Eastern Hill University in Chrome/Firefox/Edge and save the homepage in the desktop folder named as "VTC\_DTP".  
(2+3 = 5)  
  
b) Save a webpage as a bookmark in each browser. Clear the browsing history in one browser and open a website in private/incognito mode.  
(3+3+4= 10)
  2. a) In PageMaker create an A4 document with 0.5 inches margins.  
(2+3= 5)  
  
b) Create a poster on the newly created document for a singing competition in your college. Use various text, images and shapes to make the poster appealing  
(5+2+3= 10)
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## Set 9

1. a) In Photoshop, create a new document in landscape mode with a resolution of 300dpi. Use the Brush Tool to sketch on the canvas with a brush thickness of 10.

(2+3= 5)

- b) Utilize the Rectangular Marquee and Elliptical Marquee tools to erase or remove parts of the drawing. Create a new layer and apply colour using the Paint Bucket Tool.

(3+3+4= 10)

- a) Register for a new email account, compose a message, and send it to yourself.

(5+3+2= 10)

- b) Attach a file to an email and send it to another recipient.

(3+2= 5)

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## Set 10

1. a) Open a website in Google Chrome, open multiple tabs, and download a file from the internet. Save the file in a folder on the desktop named "VTC DTP"

(2+3=5)

b) Use the DD News portal to look for "Top Stories." Copy and paste the top five news articles into a new PageMaker document using font size 11, Times New Roman, and align the text to the left.

(3+7= 10)

2. a) In PageMaker, create a four page document with facing pages. All pages should have page numbers generated from the master page. Insert a coloured ellipse with the text 'Desktop Publishing-2' inside it on the first page.

(3+2+3+2= 10)

b) Save the edited image in JPEG format and store it in a new desktop folder titled "VTC\_DTP"

(3+2= 5)

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