

(i) Printed Pages: 2

Roll No. ....

(ii) Questions : 14

Sub. Code : 

0	8	6	3
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Exam. Code : 

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**Bachelor of Business Administration 1<sup>st</sup> Semester**

**1128**

**FUNDAMENTAL OF INFORMATION TECHNOLOGY**

**Paper : BBAS-103**

**Time Allowed : Three Hours]**

**[Maximum Marks : 80**

**Note :—** Attempt any **FOUR** questions from Section-A and **TWO** questions each from Section-B and Section-C.

**SECTION—A**

1. What is the difference between input and output devices ?
2. What is the difference between the System Software and Application Software ?
3. Explain : Sort, Find and Filtration.
4. How do you create a document in MS-Word ?
5. What do you mean by an internet ?
6. How to insert page numbers, headers and footers ?  $5 \times 4 = 20$

**SECTION—B**

7. (a) What is the difference between RAM and ROM ? 7  
(b) Compare Primary and Secondary Memory. 8
8. Explain 3 input and 3 output devices. 15

9. (a) How to use Find and Replace in MS-Word. 6  
(b) What is Word Processing ? Why is it used ? 9
10. (a) How to create a spreadsheet in MS-Excel ? How to insert Charts and Graphs in it ? 8  
(b) What are the basics of Microsoft PowerPoint ? How a Slide show is created ? 7

### SECTION—C

11. (a) Explain EDI and its importance in day to day life. 8  
(b) How to perform searches on search engines. 7
12. (a) Write short notes on :—  
(i) E-commerce and its challenges  
(ii) EDI. 8  
(b) What do you understand by E-Business and how it is different from traditional business ? 7
13. (a) Explain various Audio and Video Standards for internet. 8  
(b) Differentiate between Intranets and Extranets. 7
14. What do you mean by :—  
(i) HTTP Protocol  
(ii) Future of Internet infrastructure  
(iii) Navigation. 15