

Faculty of Management Studies

End Semester Examination May 2025

MS3SE13 Computer Applications in Business -II

Programme	:	BBA	Branch/Specialisation	:	-
Duration	:	3 hours	Maximum Marks	:	60

Note: All questions are compulsory. Internal choices, if any, are indicated. Assume suitable data if necessary.
 Notations and symbols have their usual meaning.

Section 1 (Answer all question(s))

Marks CO BL
 1 1 1

Q1. The first generation of computers used which of the following?

Rubric	Marks
Answer: A) Vacuum Tubes	1

- Vacuum Tubes Transistors
 Integrated Circuits Microprocessors

Q2. The primary purpose of an operating system is to-

1 1 1

Rubric	Marks
Answer: B) Manage computer hardware and software resources	1

- Create documents Manage computer hardware and software resources
 Browse the internet Design websites

Q3. What is the default file extension of a Microsoft Word document?

1 2 1

Rubric	Marks
Answer: B) .docx	1

- .txt .docx
 .pdf .xlsx

Q4. Which of the following is not a document view in MS Word?

1 2 1

Rubric	Marks
Answer: C) Slide Show	1

- Print layout Web layout
 Slide show Outline view

Q5. In MS Excel, which function is used to calculate the sum of a range of values?

1 3 1

Rubric	Marks
Answer: A) =SUM()	1

- =SUM() =ADD()
 =TOTAL() =COUNT()

Q6. What is the purpose of the 'AutoFill' feature in MS Excel?

1 3 1

Rubric	Marks
Answer: B) To fill a range with a series of values or patterns	1

- To automatically correct spelling errors
- To fill a range with a series of values or patterns
- To change font color automatically
- To delete duplicate values

Q7. Which view is used to run a PowerPoint presentation?

1 4 1

Rubric	Marks
Answer: C) Slide Show View	1

- Slide Sorter view
- Outline view
- Slide Show view
- Normal view

Q8. What is the function of "Rehearse Timings" in PowerPoint?

1 4 1

Rubric	Marks
Answer: A) To practice and record the timing of slides	1

- To practice and record the timing of slides
- To delete a slide
- To check for spelling errors
- To change the background of slides

Q9. Which type of E-Commerce model involves transactions between businesses and consumers?

1 5 1

Rubric	Marks
Answer: B) B2C (Business to Consumer)	1

- B2B (Business to Business)
- B2C (Business to Consumer)
- C2C (Consumer to Consumer)
- G2B (Government to Business)

Q10. What is the purpose of encryption in E-Payment systems?

1 5 1

Rubric	Marks
Answer: C) To protect sensitive data from unauthorized access	1

- To increase transaction speed
- To make online payments free
- To protect sensitive data from unauthorized access
- To reduce transaction costs

Section 2 (Answer all question(s))

Marks CO BL

Q11. Define a computer and explain its key characteristics.

2 1 2

Rubric	Marks
Define a computer and explain its key characteristics.(1+1=2)	2

Q12. Discuss the various applications of computers in different fields.

3 1 3

Rubric	Marks
Discuss the various applications of computers in different fields.(1+1+1=3)	3

Q13. (a) Explain the different generations of computers with their features and technologies used.

5 1 5

Rubric	Marks
Explain the different generations of computers with their features and technologies used.(5 MARKS)	5

(OR)

(b) What are the different types of storage devices? Compare primary and secondary storage.

Rubric	Marks
What are the different types of storage devices? Compare primary and secondary storage.(2 +3=5)	5

Section 3 (Answer all question(s))

Marks CO BL

Q14. Explain the use of Macros in MS Word.

3 2 2

Rubric	Marks
Explain the use of Macros in MS Word.(ANY FOUR 1+1+1+)	3

Q15. (a) Explain in detail the different formatting options available in MS Word.

7 2 2

Rubric	Marks
Explain in detail the different formatting options available in MS Word.(6 marks for 6 points)	7

(OR)

(b) Discuss the process of inserting and formatting tables, charts, and images in MS Word with examples.

Rubric	Marks
Discuss the process of inserting and formatting tables, charts, and images in MS Word with examples.(2+2+1.5+1.5 =7)	7

Section 4 (Answer all question(s))

Marks CO BL

Q16. Explain the difference between a workbook and a worksheet in MS Excel.

3 3 2

Rubric	Marks
Explain the difference between a workbook and a worksheet in MS Excel.(3 differences 3 marks)	3

Q17. (a) What is MS Excel? Explain its features and uses. Also Describe the steps to use the "What-If Analysis" feature in MS Excel.

7 3 4

Rubric	Marks
What is MS Excel? Explain its features and uses. Also Describe the steps to use the "What-If Analysis" feature in MS Excel.(2+2+3=7)	7

(OR)

- (b)** What is MS Excel? Explain how to use MS Excel as a database, including data validation and filtering techniques.

Rubric	Marks
What is MS Excel? Also Explain how to use MS Excel as a database, including data validation and filtering techniques.(3+4=7)	7

Section 5 (Answer all question(s))

Marks CO BL
3 4 2

Q18. What is Slide Transition? Explain its types.

Rubric	Marks
What is Slide Transition? Explain its types.(2+1=3)	3

Q19. (a) What is MS PowerPoint? Explain its features. Also describe the steps to create, save, and open a PowerPoint presentation.

7 4 5

Rubric	Marks
What is MS PowerPoint? Explain its features. Also Describe the steps to create, save, and open a PowerPoint presentation. (2+2+3=7)	7

(OR)

- (b)** Explain the process of creating a professional PowerPoint presentation with proper formatting.

Rubric	Marks
Explain the process of creating a professional PowerPoint presentation with proper formatting.(7)	7

Section 6 (Answer any 2 question(s))

Marks CO BL

Q20. Define E-Commerce and E-Business. What is the difference between them? Also discuss two advantages and disadvantages of each of them.

5 5 4

Rubric	Marks
Define E-Commerce and E-Business. What is the difference between them? Also discuss 2 Advantages and Disadvantages of each of them.(2+1+2=5)	5

Q21. Explain in detail the different models of E-Commerce with examples.

5 5 4

Rubric	Marks
Explain in detail the different models of E-Commerce with examples.(5 marks according to answer)	5

Q22. Explain the role of encryption, authentication, and secure payment gateways in online transactions.

5 5 5

Rubric	Marks
Explain the role of encryption, authentication, and secure payment gateways in online transactions.(5 marks according to answer)	5
