

Total No. of Questions: 6

Total No. of Printed Pages:3

Enrollment No.....



Faculty of Commerce / Management Studies

End Sem (Odd) Examination Dec-2022

CM3SE05 / MS3SE11

Computer Applications in Business

Programme: BBA / B.Com (Hons.) Branch/Specialisation: Commerce / Management

Duration: 3 Hrs.

Maximum Marks: 60

Note: All questions are compulsory. Internal choices, if any, are indicated. Answers of Q.1 (MCQs) should be written in full instead of only a, b, c or d.

- Q.1 i. The programs which are as permanent as hardware and stored in ROM is known as- **1**
(a) Hardware (b) Firmware (c) Software (d) ROM ware
- ii. Which of the following is not a characteristic of a computer? **1**
(a) Versatility (b) Accuracy
(c) Diligence (d) Intelligence
- iii. The origin of the internet was developed from the concept of- **1**
(a) Microsoft (b) IBM
(c) ARPANET (d) Web
- iv. Each computer on a network is recognized by a unique- **1**
(a) WWW (b) HTTP (c) HTTPS (d) IP address
- v. Which can be used for quick access to commonly used commands and tools? **1**
(a) Menu bar (b) Tool bar (c) Status bar (d) Title bar
- vi. "Ctrl + Right Arrow" is used for- **1**
(a) Moves the cursor end of the line
(b) Moves the cursor one word left
(c) Moves the cursor one word right
(d) Moves the cursor end of the document
- vii. In a spreadsheet, letters are used to represent _____. **1**
(a) Block (b) Row (c) Columns (d) Cells

P.T.O.

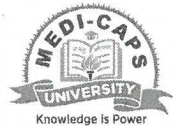
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	viii.	Extension of computer MS-Excel file is-	1
		(a) .wrđ (b) .xls (c) .doc (d) .jpg	
	ix.	Maximum zoom percentage in MS Power Point is-	1
		(a) 100% (b) 200% (c) 400% (d) 600%	
	x.	What the shortcut key is for underlines the selected text?	1
		(a) Ctrl + U (b) Ctrl + B (c) Ctrl + I (d) Ctrl + V	
Q.2	i.	Differentiate between software and hardware.	2
	ii.	Explain each term:	3
		(a) Translators (b) Compilers	
		(c) Interpreters	
	iii.	What is operating system? Also write basic command of operating system.	5
OR	iv.	What are characteristics of computer system? Also explain advantages and limitation of computer system.	5
Q.3	i.	What is Internet?	2
	ii.	Explain each term:	8
		(a) Internet protocol (b) World wide web	
		(c) Net etiquette	
OR	iii.	What is the history of internet and usages of internet to society? Also explain how search engine works.	8
Q.4	i.	What is word processing?	3
	ii.	What are the basic steps to create a new word processing document and edit a word document?	7
OR	iii.	Explain the following processes of text formatting:	7
		(a) Find and replace text (b) Change font size	
		(c) Highlighting text	
Q.5	i.	Write the syntax of IPMT function along with its parameters.	4
	ii.	What are various types of graphs in MS-Excel? Explain the steps for creating a graph in a worksheet.	6
OR	iii.	Write the syntax of the following functions:	6
		(a) ROUND (b) OR (c) STDEV	

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Q.6	Attempt any two:	
i.	What do you understand by a slide show? Explain the procedure to copy the slide from one presentation to another.	5
ii.	How do you calculate mean, median and mode in MS-Excel with example?	5
iii.	Explain the feature of frequency distribution and its statistical parameters.	5

Scheme of Marking

 <p>Knowledge is Power</p>	<p>Faculty of Engineering</p> <p>End Sem (Odd) Examination Dec-2022</p> <p>CM3SE05 Computer Applications in Business</p>	
	<p>Programme:</p> <p>BBA/B.Com</p>	<p>Branch/Specialisation:</p>

Note: The Paper Setter should provide the answer wise splitting of the marks in the scheme below.

Q.1	i)	The Programs which are as permanent as hardware and stored in ROM is known as	1
		b) Firmware	
	ii)	Which of the following is not a characteristic of a computer?	1
		d) Intelligence	
	iii)	The origin of the internet was developed from the concept of	1
		c) ARPANET (Advanced Research Project Agency Network)	
	iv)	Each computer on a network is recognized by a unique	1
		d) IP address	
	v)	Which can be used for quick access to commonly used commands and tools?	1
		b) Tool bar	
	vi)	"Ctrl + Right Arrow" is used for	1
		c) Moves the cursor one word right	
	vii)	In a spreadsheet, letters are used to represent.....	1
		c) Columns	
	viii)	Extension of computer MS-Excel file is	1
		b) .xls	
	ix)	Maximum zoom percentage in MS Power Point is	1
		c) 400%	
	x)	What the shortcut key is for underlines the selected text?	1
		a) Ctrl + U	
Q.2	i.	Differentiate between software and hardware.	2
		Software -1 Mark	
		Hardware -1 Mark	
	ii.	Explain each term	3
		Translators - 1 Mark	

		Compilers - 1 Mark	
		Interpreters - 1 Mark	
	iii.	What is operating system and also write basic command of operating system.	5
		Explanation of operating system - 2 Mark	
		Basic command of operating system - 3Mark	
OR	iv.	What are characteristics of computer system also explain advantages and limitation of computer system.	5
		Characteristics of computer system - 3 Mark	
		Advantages of computer system - 1 Mark	
		Limitation of computer system - 1 Mark	
Q.3	i.	What is Internet?	2
	ii.	Explain each term	8
		a) Internet Protocol -3 Mark	
		b) World wide web -3 Mark	
		c) Net etiquette - 2 Mark	
OR	iii.	What is the history of internet and usages of internet to society also explain how search engine works?	8
		History of internet -3 Mark	
		Usage of internet - 2 Marks	
		Search engine - 3 Mark	
Q.4	i.	What is word processing?	3
	ii.	What are the basic steps to create a new word processing document and edit a word document?	7
		Steps to create a new word document -4 Mark	
		Steps to edit a word document - 3 Mark	
OR	iii.	How to format font size and highlight text in MS-Word?	7
		Format font size - 4 Mark → (a) find & replace text - ②	
		Highlight text - 3 Mark (b) Change font size - ②	
Q.5	i.	Write the syntax of IPMT function along with its parameters.	4
		Syntax of IPMT - 2 Mark	
		Parameter -2 Mark	
	ii.	What are various types of graphs in MS-Excel? Explain the steps for creating a graph in a worksheet.	6
		3 types of graph -3 Mark	
		Steps for creating a graph -3 Mark	

OR	iii.	Write the syntax of the following functions: a) ROUND -2 Mark b) OR -2 Mark c) STDEV -2 Mark	6
Q.6		Attempt any two:	
	i.	What do you understand by a slide show? Explain the procedure to copy the slide from one presentation to another. understand by a slide show - 2 Mark procedure to copy the slide from one presentation to another – 3 Mark	5
	ii.	How do you calculate mean, median and mode in MS-Excel with example? Explanation -3 Mark Example - 2 Mark	5
	iii.	Explain the feature of frequency distribution and its statistical parameters. Frequency distribution -3 Mark Statistical parameter -2 Mark	5
