

Enrollment No.....



Faculty of Commerce / Management Studies

End Sem Examination Dec 2024

CM3SE05 / MS3SE11

Computer Applications in Business

Programme: B.Com. (Hons.) Branch/Specialisation: Commerce/
/ BBA 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. Assume suitable data if necessary. Notations and symbols have their usual meaning.

| | | Marks | BL | PO | CO | PSO |
|-----|--|-------|----|----|----|-----|
| Q.1 | i. Joystick is used for _____. | 1 | 1 | 8 | 1 | |
| | (a) Gaming (b) Weather forecasting | | | | | |
| | (c) Word processing (d) Email writing | | | | | |
| | ii. The main function of the command interpreter is | 1 | 1 | 8 | 1 | 3 |
| | (a) To handle the files in operating system | | | | | |
| | (b) To provide the interface between the API and application program | | | | | |
| | (c) To get and execute the next user-specified command | | | | | |
| | (d) None of these | | | | | |
| | iii. What is the URL? | 1 | 1 | 8 | 2 | |
| | (a) Search engine | | | | | |
| | (b) Web browser | | | | | |
| | (c) Computer software | | | | | |
| | (d) Address of the web page displayed on Internet | | | | | |
| | iv. Which protocol is used to send E-mail? | 1 | 1 | 8 | 2 | |
| | (a) SSH (b) POP3 | | | | | |
| | (c) SMTP (d) FTP | | | | | |
| | v. In MS-Word, for what does ruler help? | 1 | 1 | 8 | 3 | 3 |
| | (a) To set tabs | | | | | |
| | (b) To set indents | | | | | |
| | (c) To change page margins | | | | | |
| | (d) All of these | | | | | |

| | | | | | |
|-------|--|----------|---|---|-----|
| [2] | | | | | |
| vi. | In Microsoft Word shortcut key Ctrl + B is used for- | 1 | 1 | 8 | 3 3 |
| | (a) It makes the selected text bold | | | | |
| | (b) It converts selected text into the next larger size of the same font | | | | |
| | (c) It applies Italic formatting to the selected text. | | | | |
| | (d) It adds a line break to the document | | | | |
| vii. | Excel files have a default extension of- | 1 | 1 | 8 | 4 |
| | (a) xls (b) xlw | | | | |
| | (c) xlc (d) doc | | | | |
| viii. | When you work with large worksheets, you may need to- | 1 | 1 | 8 | 4 3 |
| | (a) Size the worksheet to fit on the specific number of pages | | | | |
| | (b) Add and remove page breaks | | | | |
| | (c) Specify only certain print areas | | | | |
| | (d) All of these | | | | |
| ix. | Which command brings you to the first slide in your presentation? | 1 | 1 | 8 | 5 |
| | (a) Next slide button (b) Ctrl + Home | | | | |
| | (c) Page up (d) Ctrl + End | | | | |
| x. | Which PowerPoint view displays each slide of the presentation as a thumbnail and is useful for rearranging slides? | 1 | 1 | 8 | 5 |
| | (a) Slide Master (b) Slide Show | | | | |
| | (c) Slide Sorter (d) Notes Page | | | | |
| Q.2 | i. What do you mean by operating system? Name the different types of operating systems. | 2 | 2 | 8 | 1 |
| | ii. Give block diagram of a computer. Explain function of its different parts. | 3 | 2 | 8 | 1 |
| | iii. Explain the function of the following commands: (a) Format (b) Mkdir (c) Xcopy (d) Echo (e) Ping | 5 | 2 | 8 | 1 3 |
| OR | iv. Describe various types of computers based on size and purpose. | 5 | 2 | 8 | 1 |

| | | | | | |
|-----|--|----------|---|---|-------|
| [3] | | | | | |
| Q.3 | i. Write note on elements of the world wide web. | 2 | 1 | 8 | 2 |
| | ii. What do you mean by internet protocol? Explain the merits and demerits of TCP/IP protocols. | 8 | 2 | 8 | 2 |
| OR | iii. What is Internet? What are the different services available over the internet? Describe their uses. | 8 | 2 | 8 | 2 3 |
| Q.4 | i. Illustrate the use of ruler bar. | 3 | 2 | 8 | 3 3 |
| | ii. What is word processor? Discuss different types of tools in MS Word. | 7 | 2 | 8 | 3 3 |
| OR | iii. What is page break? How would you insert a page break in MS Word? | 7 | 2 | 8 | 3 3 |
| Q.5 | i. Explain different types of graphs in Excel. | 4 | 2 | 8 | 4 3 |
| | ii. What are the statistical functions in Excel? Describe the steps to calculate the Average and the Standard Deviation. | 6 | 2 | 8 | 4 3 |
| OR | iii. Illustrate the syntax and use of AVERAGE, MAX, MIN, and COUNT functions for a data of numbers in cells ranging from A1 to E10 in a worksheet. | 6 | 2 | 8 | 4 3 |
| Q.6 | Attempt any two: | | | | |
| | i. What is the importance of creating power-point presentations to represent information? What are different ways of editing and formatting a presentation? | 5 | 2 | 8 | 5 |
| | ii. The weights (in kg.) of 15 students present in a class are: 38, 42, 43, 35, 37, 45, 50, 32, 43, 40, 36, 38, 43, 38 and 47 Determine the Mode and Median of the above data. | 5 | 3 | 8 | 5 2,3 |
| | iii. What do you understand by a slide show? Explain the procedure to copy the slide from one presentation to another. | 5 | 2 | 8 | 5 3 |

Marking Scheme
CM3SE05 Computer Applications in Business

| | | | | | |
|-----|-------|--|--|---|---|
| Q.1 | i) | a. | Gaming | | 1 |
| | ii) | c. | to get and execute the next user-specified command | | 1 |
| | iii) | d. | Address of the web page displayed on Internet | | 1 |
| | iv) | c. | SMTP | | 1 |
| | v) | a. | It makes the selected text bold | | 1 |
| | vi) | d. | All the above | | 1 |
| | vii) | a. | Xls | | 1 |
| | viii) | d. | all the above | | 1 |
| | ix) | b. | Ctrl + Home | | 1 |
| | x) | c. | Slide Sorter | | 1 |
| Q.2 | i. | What do you mean by Operating system? | 1 marks | 2 | |
| | | Name the different types of Operating systems. | 1 marks | | |
| | ii. | Give block diagram of a computer. | 1 marks | 3 | |
| | | Explain function of its different parts. | 2 marks | | |
| | iii. | Explain the function of the following commands: | 5 marks each | 5 | |
| | | <ul style="list-style-type: none">• Format• Mkdir• Xcopy• Echo• Ping | | | |
| OR | iv. | Describe various types of computers based on size and purpose. | 5 marks | 5 | |
| Q.3 | i. | Write note on elements of the web. | 2 marks | 2 | |
| | | | | | |

| | | | | |
|-----|------------------|---|-------------|---|
| | ii. | Internet Protocol | 3 marks | 8 |
| | | Explain the merits and demerits of TCP/IP protocols | 5 mark each | |
| OR | iii. | What is Internet? | 2 marks | 8 |
| | | What are the different services available over the internet? | 4 marks | |
| | | Describe their uses. | 2 marks | |
| Q.4 | i. | Illustrate the use of Ruler Bar. | 3 marks | 3 |
| | ii. | What is word processor? | 2 marks | 7 |
| | | Discuss different types of tools in MS Word. | 5 marks | |
| OR | iii. | What is page break? | 2 marks | 7 |
| | | How would you insert a page break in MS Word? | 5 marks | |
| Q.5 | i. | Explain different types of graphs in Excel? | 4 marks | 4 |
| | ii. | What are the statistical functions in Excel? | 2 marks | 6 |
| | | Describe the steps to calculate the Average and the Standard Deviation. | 4 marks | |
| OR | iii. | Illustrate the syntax and use of AVERAGE, MAX, MIN, and COUNT functions for a data of numbers in cells ranging from A1 to E10 in a worksheet. | 6 marks | 6 |
| Q.6 | Attempt any two: | | | |
| | i. | What is the importance of creating power-point presentations to represent information? | 2 marks | 5 |
| | | What are different ways of editing and formatting a presentation? | 3 marks | |
| | ii. | The Mode of the given weights is both 38 and 43. | 2 marks | 5 |
| | | The median will be 40. | 3 marks | |
| | iii. | What do you understand by a slide show? | 2 marks | 5 |
| | | Explain the procedure to copy the slide from one presentation to another. | 3 marks | |

[2]

[3]