



**II Year B.Com. (DCC) Examination, March/April 2021
(2014-15 and Onwards)**

COMMERCE

2.7 : Computer Fundamentals

Time : 3 Hours

Max. Marks : 100

Instruction : Answer should be written **completely in English.**

SECTION – A

1. Answer **any ten** of the following. **Each** question carries **2** marks. **(10×2=20)**
- List any four input devices.
 - What is the use of mouse ?
 - What is E-payment ?
 - Give the meaning of LAN.
 - What is spreadsheet ?
 - Distinguish between internet and intranet.
 - Distinguish between RAM and ROM.
 - State main elements of CPU.
 - Mention main font styles available in MS Word.
 - What is the use of undo option in MS excel ?
 - How do you create a file in MS power point ?
 - Give the meaning of Binary numbers.

SECTION – B

Answer **any four** of the following. **Each** question carries **8** marks. **(4×8=32)**

- What is computer virus ? Explain its types.
- Give a brief note on editing in word.
- Write short notes on E-Mail sending.
- Give a brief note on computer memory.
- Write the options available on right mouse click in word.

P.T.O.



SECTION – C

Answer **any three** of the following. **Each** question carries **16** marks. **(3×16=48)**

7. Explain the recent trends in computer applications.
 8. Explain the main menu items in excel.
 9. Give a brief note on Hardware and Software.
 10. Give an overview of MS word in computer.
 11. Briefly explain various E-commerce models.
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