

B.B.A. Part-II (Semester—IV) (CBCS) Examination
BBA-406 : COMPUTER APPLICATION—II

Time : Three Hours]

[Maximum Marks : 60

SECTION—A

Select appropriate answer :

1. Information consists of :
 - (a) Data
 - (b) Images
 - (c) Text
 - (d) All of the above
2. Information Technology is particularly based on :
 - (a) Software Application
 - (b) Computer Hardware
 - (c) Both (a) and (b)
 - (d) None of the above
3. The main screen of Tally is called :
 - (a) Company Info
 - (b) Gateway of Tally
 - (c) Calculator
 - (d) Company Creation Screen
4. Which option is used in Tally to make changes in created company ?
 - (a) Alter(b) Select Company
 - (c) Shut Company
 - (d) Create Company
5. Current Asset Group is used for account like :
 - (a) Bills Receivable
 - (b) Bills Payable
 - (c) Machinery
 - (d) Land
6. The _____ function key is used for Receipt Entry/Voucher.
 - (a) F4
 - (b) F7
 - (c) F8
 - (d) F6
7. TDS stands for :
 - (a) Tax Decision at Source
 - (b) Tax Deducted at Source
 - (c) Tax Deducted from Salary
 - (d) None of the above
8. A Stock Summary is a statement of :
 - (a) Stock Sold
 - (b) Raw Material
 - (c) Stock in Hand
 - (d) Stock Sold

9. Which kind of Tax is GST ?

- (a) Direct Tax
- (b) Indirect Tax
- (c) Income Tax
- (d) All of the above

10. GST stands for :

- (a) Goods and Sales Tax
- (b) Goods and Service Tax
- (c) Goods Sold at Tax
- (d) None of the above

10×2=20

SECTION—B

Write short answers :

1. (a) Explain the concept of Information.

OR

(b) Write the importance of Information Technology.

4

2. (a) Write the advantages of Tally.

OR

(b) Explain the content of Button Bar and Status Bar.

4

3. (a) Write the steps for creation of Company.

OR

(b) Write the steps in Creation, Alteration and Display of Ledger.

4

4. (a) Explain the concept of Data Export and Data Import in Tally.

OR

(b) Write a short note on TDS, TCS.

4

5. (a) Explain the meaning of GST and Limitation of GST.

OR

(b) Explain the concept of Accounting Software.

4

SECTION—C

Write answer in detail :

1. (a) Explain the importance and uses of Information in Organisation.

OR

(b) Explain the uses of IT in business and various fields.

6

2. (a) Write features and uses of Tally.

OR

(b) Write in detail Company Info Menu.

6

3. (a) Explain the concept of Group, Predefined Groups and steps in Creation of Group.

OR

- (b) Explain the concept of Voucher and different types of Voucher with Voucher Key. 6
4. (a) What are the different Reports Generated in Tally and write in detail about different Reports and Steps to Display the Report.

OR

- (b) Draft the format of Trial Balance and Balance Sheet. 6
5. (a) Explain the features of GST and different package of GST calculation.

OR

- (b) Explain the Practical Application of GST in detail. 6