

Enrollment No.....



Faculty of Commerce / Management

End Sem (Even) Examination May-2018

CM3SE02/MS3SE02 Computer Applications in Business

Programme: B.Com (Hons.) / BBA 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. A computer program that converts an entire program into machine language is called a/an **1**  
 (a) Interpreter (b) Simulator (c) Compiler (d) Commander
- ii. The brain of any computer system is **1**  
 (a) ALU (b) Memory (c) CPU (d) Control unit
- iii. First page of Website is termed as- **1**  
 (a) Homepage (b) Index  
 (c) JAVA script (d) Bookmark
- iv. .... is called as father of Internet. **1**  
 (a) Charles Babbage (b) Vint Cerf  
 (c) Luther martin (d) Peter Drucker
- v. Which of the following command is used for CUT in word processing **1**  
 (a) CTRL+Y (b) CTRL+V (c) CTRL+C (d) CTRL+X
- vi. Word is a \_\_\_\_\_ Software: **1**  
 (a) Spreadsheet (b) Word Processing  
 (c) Accounting (d) Presentation
- vii. Which of the following would not be a good use of a spreadsheet? **1**  
 (a) Sales data (b) Tax calculations  
 (c) Make charts (d) Business letter
- viii. The Intersection between a row and a column is called as \_\_\_\_\_. **1**  
 (a) Worksheet (b) Formula (c) Cell (d) Header
- ix. Which file format can be added to a PowerPoint show? **1**  
 (a) .gif (b) .jpg (c) .wav (d) All of these

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- x. To print PowerPoint presentation, press : **1**  
 (a) Ctrl + P (b) Ctrl + S  
 (c) Ctrl + Shift +P (d) Ctrl + A

- Q.2 i. Define the term Firmware and Livewire. **2**  
 ii. What do you mean by Operating System? **3**  
 iii. Discuss in brief about General Purpose Software, Packaged Software and Tailor made Software with examples. **5**

OR iv. Explain the different types of Computer? Mention each type of Computer with examples **5**

- Q.3 i. What do you mean by Net Etiquette? **2**  
 ii. Define the meaning of Internet? Also Describe the Growth of Internet in detail. **8**

OR iii. Discuss the various usage of Internet to the Society? Explain with examples. **8**

- Q.4 i. Write in brief about Bullets and Numbering. **3**  
 ii. Write the steps for following task in word **7**  
 (a) To Create New Document  
 (b) Finding and replacing Text  
 (c) Formatting a text from one file to another file.

OR iii. What is Word Processing Software? Describe the key features of MS Word 2007. **7**

- Q.5 i. Give any four advantages of Spreadsheet. **4**  
 ii. Create a line chart for spreadsheet from following data: **6**

Product	Jan	Feb	Mar	Apr	May	June
Platinum	7000					
Gold	2002					
Silver	3003					

Fill up the blank cells with following information:

- (a) The quantity of Platinum and Silver was increased by 20% in February and March.
- (b) The quantity of Platinum is decreased by 5% in April and 4% increment in May and June.

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- (c) The quantity of Gold was steadily increasing by 3% in every months
- (d) The quantity of Silver was decreased by 2% in April, May and June

OR iii. Explain any two Mathematical functions, two Statistical functions and two Financial functions of Spreadsheet. **6**

Q.6 Attempt any two:

i. Discuss the various tools available in Microsoft Power Point for designing Presentations. **5**

ii. What do you mean by Rehears Timing? Mention the steps to apply Rehears timing. **5**

iii. At a pet store, a survey was taken asking how many cats each person had. The results were: 2, 5, 3, 1, 0, 4, 2, 7, 0, 2, 7, 3. **5**

Find the following:

- (a) Mean
- (b) Median
- (c) Mode

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## Marking Scheme

### CM3SE02/MS3SE02 Computer Applications in Business

Q.1	i. A computer program that converts an entire program into machine language is called a/an (c) Compiler	1	
	ii. The brain of any computer system is (c) CPU	1	
	iii. First page of Website is termed as- (a) Homepage	1	
	iv. .... is called as father of Internet. (b) Vint Cerf	1	
	v. Which of the following command is used for CUT in word processing (d) CTRL+X	1	
	vi. Word is a _____ Software: (b) Word Processing	1	
	vii. Which of the following would not be a good use of a spreadsheet? (d) Business letter	1	
	viii. The Intersection between a row and a column is called as _____. (c) Cell	1	
	ix. Which file format can be added to a PowerPoint show? (d) All of these	1	
	x. To print PowerPoint presentation, press : (a) Ctrl + P	1	
Q.2	i. Firmware Livewire	1 mark 1 mark	2
	ii. Operating System.	3	
	iii. General Purpose Software Packaged Software Tailor made Software with examples	1.5 marks 1.5 marks 2 marks	5
OR	iv. 4 types of computer-1 mark for each (1 mark * 4) Examples	4 marks 1 mark	5

Q.3	i. Net Etiquette			2																												
	ii. Meaning of Internet Growth of Internet	3 marks 5 marks		8																												
OR	iii. Various usage of Internet to the Society Any 8 usage with examples-1 mark of each usage	( 1 mark * 8)		8																												
Q.4	i. Bullets Numbering	1.5 marks 1.5 marks		3																												
	ii. To Create New Document Finding and replacing Text Formatting a text from one file to another file	2 marks 3 marks 2 marks		7																												
OR	iii. Word Processing Software Any 5 features of MS Word 2007	2 marks 5 marks		7																												
Q.5	i. Any four advantages of Spreadsheet. 1 mark for each advantages of Spreadsheet	(1 mark * 4)		4																												
	ii. Create a line chart for spreadsheet from following data:			6																												
	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Product</th> <th>Jan</th> <th>Feb</th> <th>Mar</th> <th>Apr</th> <th>May</th> <th>June</th> </tr> </thead> <tbody> <tr> <td>Platinum</td> <td>7000</td> <td>8400</td> <td>10080</td> <td>9576</td> <td>9959</td> <td>10357</td> </tr> <tr> <td>Gold</td> <td>2002</td> <td>2062</td> <td>2123</td> <td>2187</td> <td>2252</td> <td>2320</td> </tr> <tr> <td>Silver</td> <td>3003</td> <td>3604</td> <td>4325</td> <td>4239</td> <td>4154</td> <td>4071</td> </tr> </tbody> </table>	Product	Jan	Feb	Mar	Apr	May	June	Platinum	7000	8400	10080	9576	9959	10357	Gold	2002	2062	2123	2187	2252	2320	Silver	3003	3604	4325	4239	4154	4071			
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	Create a line chart	2 marks																														
OR	iii. Two Mathematical functions- Two Statistical functions Two Financial functions	2 marks 2 marks 2 marks		6																												

- Q.6 Attempt any two:
- |      |   |              |          |
|------|---|--------------|----------|
| i.   | Tools in Microsoft Power Point for designing Presentations. |              | <b>5</b> |
|      | Any 5 tools -1 mark for each                                | (1 mark * 5) |          |
| ii.  | Meaning of Rehears Timing                                   | 2 marks      | <b>5</b> |
|      | Steps to apply Rehears timing                               | 3 marks      |          |
| iii. | Mean  | 2 marks      | <b>5</b> |
|      | Median  | 2 marks      |          |
|      | Mode  | 1 mark       |          |

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