

Paper Id:

293115

Roll No:

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**MBA INTEGRATED
(SEM I) THEORY EXAMINATION 2019-20
COMPUTER APPLICATIONS IN MANAGEMENT**

Time: 3 Hours**Total Marks: 70****Note: 1.** Attempt all Sections. If require any missing data; then choose suitably.**SECTION A****1. Attempt all questions in brief.****2 x 7 = 14**

a.	Differentiate between computer hardware and software .
b.	What is Compiler ?
c.	What are computer networks ?
d.	What is the function short of cut, paste and copy ?
e.	What do you know about the header and footer ?
f.	What do you know about a cell and cell address ?
g.	What is a primary key ?

SECTION B**2. Attempt any three of the following:****7 x 3 = 21**

a.	What are I/O devices ? List some of the important I/O devices .
b.	What is ROM ? How many types of ROMs are available ?
c.	What do you mean by mail merging ? What are the various types of documents you can mail merge with data files ?
d.	Give salient features of MS-Excel.
e.	Describe the role of MS-Access in data handling .

SECTION C**3. Attempt any one part of the following:****7 x 1 = 7**

(a)	Discuss the different types of computer software .
(b)	Define a computer and discuss its main characteristics and capabilities .

4. Attempt any one part of the following:**7 x 1 = 7**

(a)	What is the role of an operating system ?
(b)	Classify the different types of Computer Memory .

5. Attempt any one part of the following:**7 x 1 = 7**

(a)	What are the various application of the MS-Office ?
(b)	What are the various features of a good word processor ?

6. Attempt any one part of the following:**7 x 1 = 7**

(a)	What do you mean by worksheet ? Discuss the advantages of a worksheet ?
(b)	Describe the procedure of creating Graph.

7. Attempt any one part of the following:**7 x 1 = 7**

(a)	Describe various features of Power Point .
(b)	Discuss the different data types available in MS-Access .