Total No. of Printed Pages:02

SUBJECT CODE NO:- 3055
FACULTY OF COMMERCE & MANAGEMNT
B.Com F.Y Sem. I
Examination March/April-2022 (To Be Held In June/July-2022)
I.T Application in Business-I

[Time: 2:30 Hours] [Max. Marks: 50]

Please check whether you have got the right question paper.

N.B
1. Question No.1 is compulsory
2. Solve any three questions from Q. No. 2 to Q. No. 6

Q.1 A) Fill in the blanks 04
1) Spread sheet is a collection of _____ and _____
2) _____ View in power point can be used to enter speaker comments.
3) _____ In which view header and footer are visible.
4) _____ contains detailed information about something in the text.

B) Choose the Appropriate answer. Multiple Choice questions. 04
1) Word processing software allows to test with a minimum of effort.
   a. Rearrange   b. Retrieve
   c. Sare   d. Enter

2) Which of the following is not an essential function of a word processing software package?
   a. Indexing   b. Saving
   c. Editing   d. Formatting

3) _____ is a presentation program.
   a. U-Torrent   b. Mozilla Firefox
   c. MS-Power point   d. Slide Panel

4) E11 is a spread sheet means.
   a. Row 11 and column E   b. In Row E is written
   c. Row E, Column 11   d. In Column E, 'E' is written

Q.2 Explain in details the Numbers systems. Of computer with examples. 14

Q.3 Explain Animation and Transition effects in power point with examples. 14

Q.4 What is ward processing? Explain in details functions of ward processing? 14

Q.5 Explain the concept of spread sheet write in details the entering editing data and printing worksheet. 14

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Q.6 Write short notes on Any Two. 14
  a) Organizing charts and Graphs in excel
  b) Working with word documents
  c) Computer memories
  d) Translator and Interpreter

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