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[Total No. of Pages : 2

PGIIS 1700 B-15
M.Com. IIIrd Semester (CBCS) Degree Examination
Commerce
(Computer Applications in Business)
Paper - HC-3.3
(New)

Time : 3 Hours

Maximum Marks : 50

Section - A

Answer **all** the sub questions, each sub-question carries **one** mark.

(5×1=5)

1. a) Define RAM and ROM.
- b) Mention the characteristics of computer
- c) What is operating system?
- d) Mention any two computer applications in business.
- e) Define LAN and WAN.

Section - B

Answer any **three** of the following. Each question carries **five** marks.

(3×5=15)

2. What is software? Explain how do you categories?
3. Explain the steps required to perform the CUT, COPY and PASTE operations in MS-WORD.
4. What is Mail-Merge? Explain the procedure for Mail-Merge creation in MS-WORD.
5. Discuss various tags used in HTML
6. Mention the features of E-mail.

Section - C

Answer any **three** of the following. Each question carries **ten** marks.

(3×10=30)

7. Explain the basic elements of computer with neat diagram.
 8. What is spread sheet? Mention the various charts available in spreadsheet and explain the steps for inserting graphs and charts in spread sheet.
 9. What are the features of MS-Power point? Explain the steps required for custom animation and inserting header and footers in presentation.
 10. What is Network? Explain the different Network technologies.
 11. What is MS-Access? Discuss the procedure for creating a database and generating trial balance in Ms-Access.
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