POST-GRADUATE COURSE

Term End Examination — December, 2008

M.Com.

COMPUTER APPLICATIONS IN BUSINESS

PAPER XX

Time — 2 hours   *Full marks—50*

(Weightage of marks—80%)

Special credit will be given for accuracy and relevance in the answer. Marks will be deducted for incorrect spelling, untidy work and illegible handwriting. The weightage for each question has been indicated in the margin.

Group – A

Answer **any two** questions :   15×2

1. (a) Describe the works of the following components : 15

  (i) Input Devices

  (ii) CPU

  (iii) Main Memory   RAM/ROM

  (iv) Secondary Memory   (HID , F/D, DVD writer/

  (v) Output Devices

2. Describe the defferent application software for the following functional applications :   15

  (i) Generation of documents.

  (ii) Maintenance of office-salary details.

P.T.O.

  (iii) Maintenance of Personal Investments.

  (iv) Development of Website.

  (v) Storage and retrieval of Music and Video.

3. State the differences between

  (i) Machine language and Assembly language.   5

  (ii) Procedual language and Object Oriental languages. 5

  (iii) Internet and Intranet.   5

4. State the use of the following :

  (i) Compiler   3

  (ii) Line printers   3

  (iii) Spreadsheets   3

  (iv) Bar code Readers   3

  (v) ROM   3

Group – B

Answer **any two** questions :   10×2

5. (a) State the features of   6

    (i) Local Area Networking (LAN)

    (ii) Wide Area Networking (WAN)

    (iii) Metropolitan Area Networking (MAN)

  (b) Distinguish between Intranet and Extranet.   4

6. Write steps for the following in MS-word :   10

  (i) Mail-Merge

  (ii) Create Table, Merge Cells of a Table and Split Cell of a Table.

  (iii) Automatic numbering of paragraphs, auto para sub-numbering and to drop the first letter of a paragraph.

7. Write the steps for the following in Presentation Package (Power Point) : 10

   (i) Insertion of Slide number, date & time and footer note, insertion of graphics and insertion of additional slides.

   (ii) Animation of the text and graphics.

   (iii) 3-D effects and Rotation of a picture.

8. Write the steps for the following in Financial Accounting Package : 10

   (i) Creation of Company.

   (ii) Creation of ledger heads

   (iii) Creation of units of Measures and stock entries.

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