GN-374

104162

V Semester B.B.A. Examination, December - 2019
(F+R) (CBCS) (Semester Scheme) (2016-17 and Onwards)
BUSINESS ADMINISTRATION
5.2 : Computer Applications In Business

Time : 3 Hours

Max. Marks : 70

Instruction : *Answers should be written in **English** only.*

SECTION - A

I. Answer **any 5** sub-questions. Each sub-question carries **two** marks.   5x2=10

1. (a) What do you mean by data processing ?
   (b) What do you mean by Gateway of Tally ?
   (c) What is a Work Sheet ?
   (d) What is an Information System ?
   (e) Define a Cell.
   (f) Define Data.
   (g) What is TPS ?

SECTION - B

II. Answer **any 3** questions. Each question carries **six** marks.   3x6=18

2. What are the differences between Data and Information ?

3. Write a note on Bullets and Numbering.

4. Explain the advantages of Tally.

5. Explain the process of inserting a New Slide in Power Point.

6. Explain the features of office automation system.

SECTION - C

III. Answer **any 3** questions. Each question carries **fourteen** marks.   3x14=42

7. Explain the different types of Information System.

8. Explain the different types of Data Models.

9. What is DBMS ? What are the advantages and disadvantages of DBMS ?

10. Explain different Vouchers in Tally.

11. Explain the main components of MS excel window.

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