No. of Printed Pages—2

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[21 HRKP1S(N)-22A]

MCom 1st Semester (New) Exam., 2021 (W)

COMPUTER APPLICATION IN BUSINESS

[PGCM S1 04]

Full Marks : 70/80

Time : 3 hours

The figures in the margin indicate full marks for the questions

Note : (a) Learners admitted in 2020 and 2021 are to answer *70* Marks (Question Nos. **1** to **4**).

(b) Learners admitted in and before 2019 are to answer all the questions (Question Nos. **1** to **5**), i.e., for *80* Marks.

1. Answer any *five* from the following questions : 2×5=10

(a) What is cache memory?

(b) What is software?

(c) What is formatting toolbar in MS-Word?

(d) What is INTRANET?

(e) What is search engine? Give example.

(f) What is meant by anti-virus software?

2. Answer any *four* from the following : 3×4=12

(a) Explain the function of CPU.

(b) For which purpose mail merge is used? Explain.

(c) What are the components of an Excel workbook?

(d) Discuss the uses of MS-PowerPoint.

(e) What is MIS?

3. Answer any *four* from the following questions : 6×4=24

(a) Discuss the importance of MS-Excel.

(b) Discuss the advantages and disadvantages of Information Technology. 3+3=6

(c) Discuss the requirements for connecting to the internet.

(d) Discuss the legal restrictions on software.

(e) Write a short note on computer memory.

4. Answer any *three* from the following questions : 8×3=24

(a) Discuss the application of computer in business.

(b) Discuss the steps that need to be followed for creating a PowerPoint presentation.

(c) Discuss the intellectual property rights related to IT products and services.

(d) Discuss the different types of internet tools.

The following question is *NOT* for the learners admitted in 2020 and 2021 batches :

5. Answer any *one* from the following questions : 10

(a) Discuss the different components of a computer.

(b) Discuss the role of internet in the expansion of business.

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