

Paper Id: 293115

Roll No:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**MBA INTEGRATED  
(SEM I) THEORY EXAMINATION 2019-20  
COMPUTER APPLICATIONS IN MANAGEMENT**

**Time: 3 Hours****Total Marks: 70****Note: 1.** Attempt all Sections. If require any missing data; then choose suitably.**SECTION A****1. Attempt all questions in brief.****2 x 7 = 14**

a.	Differentiate between computer hardware and software .
b.	What is Compiler ?
c.	What are computer networks ?
d.	What is the function short of cut, paste and copy ?
e.	What do you know about the header and footer ?
f.	What do you know about a cell and cell address ?
g.	What is a primary key ?

**SECTION B****2. Attempt any three of the following:****7 x 3 = 21**

a.	What are I/O devices ? List some of the important I/O devices .
b.	What is ROM ? How many types of ROMs are available ?
c.	What do you mean by mail merging ? What are the various types of documents you can mail merge with data files ?
d.	Give salient features of MS-Excel.
e.	Describe the role of MS-Access in data handling .

**SECTION C****3. Attempt any one part of the following:****7 x 1 = 7**

(a)	Discuss the different types of computer software .
(b)	Define a computer and discuss its main characteristics and capabilities .

**4. Attempt any one part of the following:****7 x 1 = 7**

(a)	What is the role of an operating system ?
(b)	Classify the different types of Computer Memory .

**5. Attempt any one part of the following:****7 x 1 = 7**

(a)	What are the various application of the MS-Office ?
(b)	What are the various features of a good word processor ?

**6. Attempt any one part of the following:****7 x 1 = 7**

(a)	What do you mean by worksheet ? Discuss the advantages of a worksheet ?
(b)	Describe the procedure of creating Graph.

**7. Attempt any one part of the following:****7 x 1 = 7**

(a)	Describe various features of Power Point .
(b)	Discuss the different data types available in MS-Access .