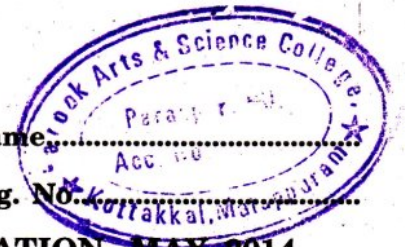


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(Pages : 2)

Name

Reg. No.



SECOND SEMESTER B.B.A. DEGREE EXAMINATION, MAY 2014

(U.G.—CCSS)

Complementary Course

BB II C02—I.T. FOR BUSINESS MANAGEMENT

Time : Three Hours

Maximum : 30 Weightage

Part A

Answer all twelve questions.

I. Fill in the blanks :

- 1 _____ system components is responsible for ensuring that the system is working to fulfill its objective.
- 2 In terms of a system, finished products and information are examples of _____.
- 3 _____ exchanges between a system and other systems or a system and any external agencies.
- 4 A _____ system that responds to changes in the environment and modifies its operation accordingly.

II. Match the following :

- | | |
|-------------|-----------------|
| 5 email | (a) VSNL. |
| 6 Antivirus | (b) Xerox. |
| 7 Copier | (c) yahoo mail. |
| 8 ISDN | (d) Norton. |

III. State True or False :

9. A type of business information system that provides summaries of transaction data on a regular basis is called an MIS system.
10. Computers require programs, which are lists of specific instructions, in order to carry out their work.
11. The focus of IT is to incorporate new, cutting-edge technologies into existing business processes.
12. Re-engineering is a process that involves making small, detail-oriented changes in business processes to improve the way an organization does business.

(12 × ¼ = 3 weightage)

Turn over

Part B

Answer the following in one or two sentences each.

Answer all questions.

Each question carries a weightage of 1.

13. What is font ?
14. Define Cell address.
15. Define DBMS.
16. What is a unique constraint ?
17. What is word processor ?
18. What is presentation software ?
19. What are the benefits of using worksheet in preparing financial statement ?
20. What is FBT in Tally refers to ?
21. Where do you get product info in Tally software ?

(9 × 1 = 9 weightage)

Part C

Short Essay or Paragraph Question.

Answer any five questions.

Each question carries a weightage of 2.

22. What are the disadvantages of computerized accounting software ?
23. Define action buttons in MS Powerpoint.
24. Explain base currency particulars in Tally software.
25. Differentiate Primary and Secondary key.
26. Describe delivery challans in Tally software.
27. What are the advantages of a database management system ?
28. What is the procedure of finding and replacing a word in MS Word ?

(5 × 2 = 10 weightage)

Part D

Essay Questions.

Answer any two questions.

Each question carries a weightage of 4.

29. Briefly write functionalities of different OSI layers.
30. Explain MS Office themes.
31. Describe statistical & logical functions of in MS Excel.

(2 × 4 = 8 weightage)