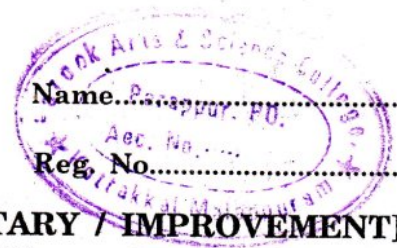


C 82090

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**SECOND SEMESTER B.B.A. DEGREE [SUPPLEMENTARY / IMPROVEMENT]
EXAMINATION, APRIL/MAY 2015**

(UG—CCSS)

Complementary Course

BB IIC 02—IT FOR BUSINESS MANAGEMENT

Time : Three Hours

Maximum : 30 Weightage

Part A

*This part consists of three bunches of questions carrying equal weightage of 1/4.
Each bunch consists of four objective type questions.
Answer all the questions.*

I. Choose the most appropriate answer :

- 1 Returns the net present value of an investment based on a discount rates, series of future payments and income.
(a) IPMT. (c) NPV.
(b) ISPMT. (d) PMT.
- 2 Which of the following is the extension name of MS Access ?
(a) .xml. (c) .mdb.
(b) .ppt. (d) .doc.
- 3 Text entered into a cell is _____ alignment automatically.
(a) Left. (c) Right.
(b) Center. (d) Justify.
- 4 VPN stands for _____.
(a) Vertical Point Network. (c) Visible Area Network.
(b) Virtual Private Network. (d) None of these.

II. Fill in the blanks :—

- 5 A cell address is formed by column letter and _____.
- 6 An Excel document is referred to as a _____.
- 7 By default, the font size in MS Word is _____.
- 8 Power Point is a _____ package.

Turn over

III. Match the following :—

A	B
9 IRR	— (a) Network.
10 MIN	— (b) Query.
11 DELETE	— (c) Statistical function.
12 LAN	— (d) Financial function.

(12 × ¼ = 3 weightage)

Part B

Answer the following in one or two sentences each.

Each question carries a weightage of 1.

Answer all the questions.

- 13 What is LAN ?
- 14 Define telex.
- 15 Define ALTER query in MS Access.
- 16 How to insert date and time in MS Word ?
- 17 What is hyperlink ?
- 18 Define DNS.
- 19 What is computerized accounting ?
- 20 What is word processing ?
- 21 What is drag and drop ?

(9 × 1 = 9 weightage)

Part C

Answer any five in one or two paragraph each.

Each question carries a weightage of 2.

- 22 What are the objectives of office automation ?
- 23 Define any three financial functions in MS Excel.
- 24 What are the steps for recording narration in power point presentation ?
- 25 How can insert a hyperlink in a slide ?
- 26 What is authentication ? How can create a login and password in MS Access ?
- 27 Explain about search engine. Write any two popular search engines.
- 28 What is cashflow and fundsflow statements ?

(5 × 2 = 10 weightage)

Part D

Answer any two questions.

Each question carries a weightage of 4.

- 29 What are the different types of Computer Network ? Write briefly about VPN and ISDN.
- 30 Define Internet and its possibilities for business communication.
- 31 Define DBMS and its components. Write any *three* popular RDBMS packages.
(2 × 4 = 8 weightage)