

Roll No. :

Total No. of Questions : 5] [Total No. of Printed Pages : 3

F010103T(B)

BBA (Sem.-I) (NEP) Examination, 2024-25

(Major)

COMPUTER APPLICATION

Time : 1 Hour]

[Maximum Marks : 37.5

Note : 1. Attempt questions from all sections as directed.

2. The candidates are required to answer only in serial order. If there are many parts of a question, answer them in continuation.

3. "B" copy will not be provided.



Section-A

Short Answer Type Questions

Note : There are seven questions in this section. Attempt any two questions. Each question carries 6.25 marks.

[2×6.25=12.5]

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(1)

Turn Over

1. (a) Why have computers gained importance in business?
- (b) What are the elements of a computer system?
- (c) What is an Operating System? What are its uses?
- (d) What do you understand by GUI? How is it useful?
- (e) What is a Software Package? Explain with an example.
- (f) What is a Spreadsheet? What is its use?
- (g) What is the difference between LAN and WAN?

Section-B

Long Answer Type Questions

Note : There are **two** questions in this section. Attempt **any one** question from this section. Each question carries **12.5** marks. $[1 \times 12.5 = 12.5]$

2. Name and describe any five Excel functions.

3. What formatting options are available for tables in MS Word?

Section-C

Long Answer Type Questions

Note : There are **two** questions in this section. Attempt **any one** question from this section. Each question carries **12.5** marks. $[1 \times 12.5 = 12.5]$

4. What are the different types of graphs which can be drawn in Excel? Explain any one type by giving an example.
5. What is a Presentation? What are the various ways to make the presentation both attractive and informative?

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