Total No. of Printed Pages:2

SUBJECT CODE NO:-C-3057
FACULTY OF COMMERCE & MANAGEMENT
B.Com. F.Y. (Sem-I)
Examination November/December- 2022
I.T Application in Business-I

[Time: 2:00 Hours]   [Max. Marks: 50]

Please check whether you have got the right question paper.

N.B   i) Question No.1 is compulsory.
               ii) Solve any three questions from Q.2 to Q.6.

Q.1   A] Multiple choice questions:-   04

   1) The base value of Binary number system is _____
      A) 2   B) 8   C) 10   D) 16

   2) MS-Word is example of.
      A) Complier   B) Application software
      C) Operating system   D) System software

   3) What is the file extension of a MS-Power Point file?
      A) .ppf   B) .ppt.   C) .dpp   D) .ptp.

   4) The cell are addressed in terms of.
      A) Row and Column labels   B) Row labels
      C) Rows   D) Columns

   B] Fill in the Blanks:-   04

   1) ASCII stands for _____.
   2) Mistake can be check using _____ facility in word.
   3) The presentation without any designs is called _____.
   4) The shortcut of saving a file in word is _____.

Q.2   Converts the following numbers (02 Marks each)   14

   1) $(28)_{10} = (?)_2$
   2) $(1260)_{10} = (?)_{16}$
   3) $(880)_{10} = (?)_8$
   4) $(1011010)_2 = (?)_{10}$
   5) $(111001)_2 = (?)_{10}$
   6) $(1024)_{10} = (?)_2$
   7) $(267)_{10} = (?)_2$

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Q.3   Explain the concept of MS-Word with its features.   14

Q.4   Write down the detail procedure How to create presentation in MS-Power Point.   14

Q.5   Discuss the different types of Mathematical and Logical formulas in MS-Excel with examples   14

Q.6   Write short notes on (any two)   14

    A]   Formatting Toolbar in MS-Word.
    B]   How to create spreadsheet.