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SUBJECT CODE NO:- 3055
FACULTY OF COMMERCE & MANAGEMENT
B.Com F.Y Sem. I
Examination March/April-2022 (To Be Held In June/July-2022)
I.T Application in Business-I

[Time: 2:30 Hours]

[Max. Marks: 50]

Please check whether you have got the right question paper.

N.B

1. Question No.1 is compulsory
2. Solve any three questions from Q. No. 2 to Q. No. 6

- Q.1 A) Fill in the blanks 04
- 1) Spread sheet is a collection of _____ and _____
 - 2) _____ View in power point can be used to enter speaker comments.
 - 3) _____ In which view header and footer are visible.
 - 4) _____ contains detailed information about something in the text.
- B) Choose the Appropriate answer. Multiple Choice questions. 04
- 1) Word processing software allows to test with a minimum of effort.
 - a. Rearrange
 - b. Retrieve
 - c. Sare
 - d. Enter
 - 2) Which of the following is not an essential function of a word processing software package?
 - a. Indexing
 - b. Saving
 - c. Editing
 - d. Formatting
 - 3) _____ is a presentation program.
 - a. U-Torrent
 - b. Mozilla Firefox
 - c. MS-Power point
 - d. Slide Panel
 - 4) E11 is a spread sheet means.
 - a. Row 11 and column E
 - b. In Row E is written
 - c. Row E, Column 11
 - d. In Column E, 'E' is written
- Q.2 Explain in details the Numbers systems. Of computer with examples. 14
- Q.3 Explain Animation and Transition effects in power point with examples. 14
- Q.4 What is ward processing? Explain in details functions of ward processing? 14
- Q.5 Explain the concept of spread sheet write in details the entering editing data and printing worksheet. 14

Q.6 Write short notes on Any Two.

- a) Organizing charts and Graphs in excel
- b) Working with word documents
- c) Computer memories
- d) Translator and Interpreter