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SUBJECT CODE NO: - X-3044
FACULTY OF COMMERCE AND MANAGEMENT
B.Com. (CBCGS) (Pattern-2018-22) F.Y. (SEM I)
Examination April / May – 2024
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

- 1) Question Number 1. Is compulsory.
- 2) Solve any three Question from Q.2 to Q.6

Q.1 A). Multiple Choice Question**04**

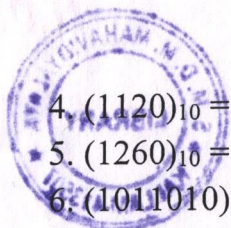
- 1) The value of radix in binary number system is _____
 (A) 2 (B) 8 (C) 16 (D) 10
- 2) Select all the text in MS Word document by _____
 (A) Ctrl + S (B) Ctrl + A (C) Ctrl + V (D) Ctrl + I
- 3) Microsoft Excel is used for?
 (A) Analysis (B) Accounting
 (C) Budgeting (D) All of the above
- 4) Which of the following is the file extension of the PowerPoint application?
 (A) .ppt (B) .jpg (C) .html (D) .docs

B) Fill in the blanks**04**

1. A program written in high level language is called _____
2. An Excel Workbook consists of _____
3. Microsoft word is _____ software.
4. _____ is the main editing view in PowerPoint.

Q.2 Convert the following Numbers another number system [2 marks each]**14**

1. $(252)_{10} = (?)_2$
2. $(1024)_{10} = (?)_2$
3. $(2448)_{10} = (?)_8$



4. $(1120)_{10} = (?)_{16}$

5. $(1260)_{10} = (?)_{16}$

6. $(1011010)_2 = (?)_{10}$

7. $(1000111)_2 = (?)_{10}$

Q.3 Define Microsoft office. Explain the features of M.S. Office. 14

Q.4 What is Spreadsheet? Explain standard toolbar in MS-Excel. 14

Q.5 Explain procedure of creating blank presentation in MS- PowerPoint. 14

Q.6 Write short notes on (Any two) (7 marks each) 14

1. High level Language.
2. Octal number system.
3. Graph in Spreadsheet.