SARDAR PATEL UNIVERSITY
BBA(ISM)-I Sem, External Examination
SUB: - COMPUTER APPLICATIONS IN BUSINESS (UM01CBBS23)

DATE: 25/10/2018　　　　　　　　　　　　　　　TOTAL MARKS: 60
DAY: Thursday　　　　　　　　　　　　　　TIME 02.00 TO 04.00 pm

Q-1[A] What is the advantages of using computer in business?   [07]
　　[B] Explain the following command with Syntax Example   [08]
　　　Date, CD, MD, RD

OR

Q-1[A] Explain different software packages in brief.   [07]
　　[B] Explain the following command with Syntax Example   [08]
　　　Dir., CLS,Time, Ren

Q-2[A] Explain Font formatting in detail of MS-Word   [07]
　　[B] Explain in detail Table creation , cell splits & merge function of table
　　　menu in MS-Word.   [08]

OR

Q-2 [A] Explain Mail-Merge Facility of MS-Word with example   [07]
　　[B] Explain Insert menu in detail of MS-Word .   [08]

Q-3 [A] Explain in detail chart facility of Ms-Excel   [07]
　　[B] Explain String function of MS-Excel with Example.   [08]

OR

Q-3 [A] Explain in detail formatting of rows and column of Ms-Excel.   [07]
　　[B] Explain if condition in detail with Example in MS-Excel.   [08]

Q-4 [A] Explain different types of slide View? Explain.   [07]
　　[B] Explain different slide Animations in MS-Power Point   [08]

OR

Q-4 [A] What is the difference between slide animations and slide transition?   [07]
　　[B] Explain Slide Editing & Presentation creating of MS-PowerPoint.   [08]

—X—

(1)