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108093

V Semester B.B.A. Examination, December - 2019
(F+R) (CBCS) (Semester Scheme) (2016-17 and Onwards)

BUSINESS ADMINISTRATION

5.2 : Computer Applications In Business

Time : 3 Hours

Max. Marks : 70

Instruction : Answers should be written in **English** only.

SECTION - A

I. Answer **any 5** sub-questions. Each sub-question carries **two** marks. **5x2=10**

1. (a) What do you mean by data processing ?
- (b) What do you mean by Gateway of Tally ?
- (c) What is a Work Sheet ?
- (d) What is an Information System ?
- (e) Define a Cell.
- (f) Define Data.
- (g) What is TPS ?



SECTION - B

II. Answer **any 3** questions. Each question carries **six** marks. **3x6=18**

2. What are the differences between Data and Information ?
3. Write a note on Bullets and Numbering.
4. Explain the advantages of Tally.
5. Explain the process of inserting a New Slide in Power Point.
6. Explain the features of office automation system.

P.T.O.



SECTION - C

III. Answer **any 3** questions. Each question carries **fourteen** marks. **3x14=42**

7. Explain the different types of Information System.
8. Explain the different types of Data Models.
9. What is DBMS ? What are the advantages and disadvantages of DBMS ?
10. Explain different Vouchers in Tally.
11. Explain the main components of MS excel window.

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SECTION - B

3x6=18

- II. Answer any 3 questions. Each question carries six marks.
1. What are the differences between Data and Information ?
 2. Write a note on Bullets and Numbering.
 3. Explain the advantages of Tally.
 4. Explain the process of inserting a New Slide in Power Point.
 5. Explain the features of office automation system.

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