Exam. Code : 105401

Subject Code : 1363

Bachelor in Business Administration (BBA) 1ˢᵗ Sem.
(Batch 2021-24)

COMPUTER APPLICATION FOR BUSINESS–I

Paper–BBA–106

Time Allowed—3 Hours]   [Maximum Marks—35

Note :– Attempt **FIVE** questions in all, selecting at least **ONE** question from each section. The **fifth** question may be attempted from any section. All questions carry equal marks.

SECTION–A

1. Which are different types of Computers ? Which are components of a computer system ?

2. Explain any three storage devices.

SECTION–B

3. Compare the features of DOS and Windows OS.

4. What is difference between Internal and External commands of DOS ? Explain any four external commands of DOS.

SECTION–C

5. Explain the features of MS-Word as a word processor.

6. Explain various options available in Print Dialog box in MS-Word.

SECTION–D

7. Which are various uses of spreadsheet software ?

8. How can you Insert slides from another presentation in PowerPrint ?