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**GN-374**

100856

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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