

B.B.A. (Part-I) EXAMINATION, 2023

(10+2+3 Pattern)

(Faculty of Commerce)

100691

BACHELOR OF BUSINESS ADMINISTRATION

[Computer Fundamentals]

(Theory)

Paper : VI

Time Allowed : 2 Hours

Maximum Marks : 40

समय : 2 घंटे

अधिकतम अंक : 40

Attempt **any five** questions in all, selecting **one** question from each Unit.

प्रत्येक इकाई में से एक प्रश्न करते हुए, कुल पाँच प्रश्न हल करने हैं।

No Supplementary answer-book will be given to any candidate. Hence the candidates should write their answers precisely in the main answer-book only.

किसी भी परीक्षार्थी को पूरक उत्तर-पुस्तिका नहीं दी जाएगी। अतः परीक्षार्थी को चाहिए कि वे मुख्य उत्तर-पुस्तिका में ही समस्त प्रश्नों के उत्तर लिखें।

All the parts of one question should be answered at one place in the answer-book. One complete question should not be answered at different places in the answer-book.

किसी भी एक प्रश्न के अन्तर्गत पुछे गए विभिन्न प्रश्नों के उत्तर, उत्तर-पुस्तिका में अलग-अलग स्थानों पर हल करने के बजाय एक ही स्थान पर हल करें।

Write your roll number on question paper before start writing answers of questions.

प्रश्नों के उत्तर लिखने से पूर्व प्रश्न-पत्र पर रोल नम्बर अवश्य लिखें।

UNIT - I

1. (a) Explain different components of a Computer. 4
- (b) What is Software ? Definition, types and examples. 4

OR

What is Computer Memory ? Explain different types of memories. 8

UNIT - II

2. What is an Operating System ? Describe function of Operating System. 4+4

OR

- (a) Write notes on three Internal DOS Commands. 4
- (b) Write notes on three External DOS Commands. 4

UNIT - III

3. Explain the file related operation in MS-Word. What is page set-up ? 8

OR

What are the different options in text formatting and paragraph formatting ? Discuss in detail. 8

UNIT - IV

4. Discuss advantages and disadvantages of MS-Excel. 8

OR

What is formulas in Excel ? Explain formulas in MS-Excel with examples. 8

UNIT - V

5. Explain different types of operators available in C language. 8

OR

What is Flow Chart ? Explain various notation used to draw flow chart. 8