DD-972

**Bachelor of Business Administration
1st Semester ATKT Examination,
March-April 2021**

Paper - II

Computer Application

Time : Three Hours]   [*Maximum Marks* : 90
            [*Minimum Pass Marks* : 32

Note : Answer any **two** parts from each question. All questions carry equal marks.

Unit-I

1. (*a*) What do you understand by computer ? Explain the generations of computer.

    (*b*) What are the various types of computer peripherals and memory devices ?

    (*c*) What do you mean by software ? Explain the different types of software.

DRG_80_(3)   *(Turn Over)*

(2)

Unit-II

2. (*a*) What is the role of ALU (Arithmetic Logic Unit) and Control unit ? Explain.

   (*b*) What is the difference between MICR and Mouse Light Pen ? Explain.

   (*c*) Explain the types of output devices.

Unit-III

3. (*a*) What is the importance of memory in computer system ? Differentiate between main memory and secondary memory.

   (*b*) What is the difference between Cache memory and Virtual memory ? Explain it.

   (*c*) Explain the following :

   (*i*) Secondary Memory

   (*ii*) Memory Management Unit (MMU)

Unit-IV

4. (*a*) What are the features of word document ? How would you create and save a document ?

   (*b*) How would you insert charts in Excel ? Explain.

   (*c*) Explain the process of preparing a Power Point Presentation (PPT)

DRG_80_(3)   *(Continued)*

(3)

Unit-V

5. (*a*) How is Internet useful for business ?

   (*b*) Explain the importance of search engine.

   (*c*) What is internet browser ? Explain any two internet browsers.

———