B. COM First Semester COMPUTER FUNDAMENTALS & TALLY (BCM - 104)

Duration: 3Hrs.

Full Marks: 70

Part-A (Objective) =20 Part-B (Descriptive) =50

(PART-B: Descriptive)

Duration: 2 hrs. 40 mins.

Marks: 50

Answer any four from Question no. 2 to 9 Question no. 1 is compulsory.

 Define the different advantages of Micro-Soft Office Packages in Business Administration and how you differentiate MS-Word and MS-Power Point.

(5+5=10)

- 2. A. Define Decimal Number System and Hexadecimal Number System with suitable example.
 - B. Mention the steps to convert a Decimal Number to Hexadecimal Number.
 - C. How can you explain the Radix in Number System?

(4+3+3=10)

- 3. A. What is the basic requirement to run the Tally Software Application?
 - B. What do you understand by Voucher in Tally software Applications?
 - C. Make a clear difference between DMA and RAM of Computer Hardware.

(3+3+4=10)

- 4. A. Make clear differences between Decimal Number System and Octal Number System.
 - B. Define the use of Byte and Bit terminology in Data representations.

(5+5=10)

- 5. A. Make clear differences between Application Software and System Software.
 - B. What do you understand by Spread Sheet Calculation Software?

(5+5=10)

- 6. A. Describe the different contents available in Application Window of Application Software.
 - B. Mention five general short cut keys with supporting menu functions applicable in Computer.

(5+5=10)

- 7. A. What do you understand by the term Input Device and describe also different available input devices?
 - B. Define Output Devices with suitable different output devices list with functions.

(5+5=10)

- 8. A. Describe the Computer based Financial Accounting Packages.
 - B. What are the advantages of Computer based Financial Accounting Packages?

(5+5=10)

- 9. A. What do you understand by Computer?
 - B. What are the different types of Computers available for business Applications?

(5+5=10)

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Duration: 20 minutes Marks – 20

(PART A - Objective Type)				
I. (Choose the correct answer:		1×20=20	
1.	IP is computer abbreviation general. Information Practice c. transmission Protocol	b. Information Programming		
2.	HTTP is generally known as a. Hyper Text Transfer Protocol c. Hyper Text Transecting Protoc	b. High Text Transfer Protocol d. None of above		
3.	When data converted to informatia. Report c. Field	tion and the information holds? b. Record d. None of above		
4.	Octal Number is having the base a. 3 b. 4 c. 2	with d. None of above		
5.	'jpeg' extension refers usually to a. Image file c. Audio file	what kind of file b. Animation/movie file d. None of above		
6.	'psd' extension refers usually to what kind of file? a. Word Perfect Document file b. Adobe Photoshop c. Animation/movie file d. None of above			
7.	Hexadecimal numbers can be for a. Yes b. No c. Da			
8.	MS-Paint is a. Spread Sheet c. Wide Area Network	b. Financial Package d. None of above		
9.	MS-Excel is a. Spread Sheet c. Universal Resource Indicator	b. Financial Package d. None of above		
10	.MS-Windows is a. Spread Sheet c. Local Area Network	b. Financial Package d. None of above		

11.'.gif' extension refers usually to va. System filec. Image file	what kind of file? b. Animation file d. None of above
12. Tally is a a. Path-to-profitability c. Internet	b. E-commerce Applications d. None of above
13.Binary to Octal conversion is posa. Yesc. Not agree	sible? b. Not developed d. None of above
14. Touch Screen is input device.a. Yesc. Not agree	b. both input and Output d. None of above
15.Computer works in order of Inputa. Yesc. Not agree	b. No d. None of above
16. What age group was born after thea. Digital nativesc. Digital boomers	e digital revolution? b. Digital India d. None of above
17. Without MS-word a computer car a. Yes c. Not agree	run MS-Windows. b. to some extent d. None of above
18.Conversion of Data to informationa. Information Systemc. Digital Processor	n process is known as b. Software d. None of above
19.DOS stands fora. Data Operation Systemc. Disk Operation System	b. Disk Operating System d. None of above
	b. Communication Model
