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BBABMC 259/BBMBMC 259

**Credit Based IV Semester B.B.A./B.B.M. Examination, September 2022
(2012 Scheme)**

COMPUTER APPLICATION IN MANAGEMENT

Time : 3 Hours

Max. Marks : 120

- Instructions :** 1) Section – **A** : Answer in **one** or **two** sentences **each**.
2) Section – **B** : Answer in **not** more than **two** pages **each**.
3) Section – **C** : Answer in **not** more than **six** pages **each**.

SECTION – A

Answer **any ten** questions from the following in **2 – 3** sentences **each**. (10×2=20)

1. a) What is data processing ?
- b) Define Electronic mail.
- c) What is office automation ?
- d) Expand RAM and ROM.
- e) What are Bits and Bytes ?
- f) Write the meaning of MIS.
- g) Define the term “Computer Network”.
- h) What is meant by Bulletin Board ?
- i) What is Information ?
- j) Define Voice mail.
- k) What is operating system ?
- l) What is Imaging ?

SECTION – B

Answer **any five** questions.

(5×8=40)

2. Explain the functions of office.
3. Explain the various network topologies.
4. Differentiate between traditional and modern office.

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- 5. Explain the various characteristics of computer.
- 6. Explain the components of information system.
- 7. Write a note on Tally Software.
- 8. Explain the advantages of DBMS.

SECTION – C

Answer the questions in **not** more than **6** pages.

(3×20=60)

- 9. a) What is software ? Explain various types of software. **10**
- b) Explain the functions of operating system. **10**

OR

Explain the structure of DataBase Management System. **20**

- 10. What is office ? What are the various applications of office automation ? **20**

OR

What is printer ? Explain different classification of printer. **20**

- 11. a) Explain the different service of Internet. **12**
- b) Explain the various types of networks and its uses. **8**

OR

a) What are the major challenges for Information System ? **12**

b) Explain the nature of Information. **8**
