

64522

V Semester B.B.A. Examination, April/May 2023  
(F+R) (CBCS) (Semester Scheme)  
**BUSINESS ADMINISTRATION**  
Paper – 5.2 : Computer Application in Business

Time : 3 Hours

Max. Marks : 70

**Instruction :** Answers should be written in **English** only.

SECTION – A

1. Answer **any 5** questions. **(5×2=10)**
- What do you mean by data processing ?
  - What is Online Processing ?
  - What is DSS ?
  - What is Mail Merge ?
  - What is Word Wrap ?
  - What is Auto fill in Excel ?
  - Define Ledger.

SECTION – B

- Answer **any 3** questions. **(3×6=18)**
- Explain briefly the features of MS Excel.
  - Explain the features of Office Automation System.
  - Write a note on Bullets and Numbering.
  - Explain the advantages of Tally ?
  - What is Mail Merge ? What are the advantages of Mail Merge ?

P.T.O.



## SECTION - C

Answer **any 3** questions.

(3×14=42)

7. What is DBMS ? What are the advantages and disadvantages of DBMS ?
8. Explain the different types of data models.
9. Explain the different types of information system.
10. Explain the main components of MS Power Point window.
11. Write a note on :
  - a) ESS
  - b) TPS
  - c) OAS.



## SECTION - B

(3×8=24)