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Roll No.

Total No. of Pages : 02

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B.Com (Hons) (Sem.-3)

WORKSHOP ON IT TOOLS FOR BUSINESS & E-COMMERCE

Subject Code : BCOMSEC 301-18

M.Code : 76653

Date of Examination : 21-12-2022

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTIONS TO CANDIDATES :

1. SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.
2. SECTION-B consists of FOUR Sub-sections : Units-I, II, III & IV.
3. Each Sub-section contains TWO questions each, carrying TEN marks each.
4. Student has to attempt any ONE question from each Sub-section.

SECTION-A

1. Write briefly :
 - a) Define Formula Bar.
 - b) Application software.
 - c) What are the various directory manipulation commands?
 - d) What is internet advertising?
 - e) Primary memory.
 - f) Chart wizard.
 - g) What is page alignment?
 - h) Search engine.

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- i) Explain absolute, mixed and relative cell referencing.
- j) Compare e-commerce with m-commerce.

SECTION-B

UNIT-I

- 2. Draw and discuss various components of block diagram of a computer.
- 3. Discuss the main features of window operating system.

UNIT-II

- 4. Discuss the use of Mail merge in MS word showing with example.
- 5. How animation is useful in the content of slide show? How can you insert an audio clip in a power .point presentation?

UNIT-III

- 6. Explain various statistical functions available in MS-Excel.
- 7. What are the different types of graphs that can be created in excel? Explain the steps to create any two types of graphs.

UNIT-IV

- 8. Discuss how e-commerce is useful to business success. Explain various types of e-commerce models *w.r.t.* customer and vendors.
- 9. Discuss the emergence of the Internet as a competitive advertising media.

NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.