

Roll No.

Total No. of Questions : 07]

May 2010

[Total No. of Pages : 02

BBA (Sem. -2nd)

INTRODUCTION TO COMPUTERS - II

SUBJECT CODE : BB - 206

Paper ID : [C0212]

[Note : Please fill subject code and paper ID on OMR]

Time : 03 Hours

Maximum Marks : 60

Instruction to Candidates:

- 1) Section - A is **Compulsory**.
- 2) Attempt any **Four** questions from Section - B.

Section - A

Q1)

(10 × 2 = 20)

- a) What is role of drawing toolbar in MS Excel?
- b) What are statistical functions in MS Excel?
- c) How will you enter a formula in MS Excel? Explain with example.
- d) What is use of internet explorer?
- e) What is role of MS Outlook? Explain.
- f) Define HTTP. What is its role in internet?
- g) How an E-mail is different from traditional mail.
- h) What are netiquettes?
- i) What is workbook? How it is different from worksheet.
- j) Who owns internet?

Section - B

(4 × 10 = 40)

- Q2) What is spreadsheet? Explain its use in business management by taking suitable example.
- Q3) What is MS Excel? Explain its structure. What are various uses of MS Excel?
- Q4) What is internet? How it is evolved? Explain various applications of an internet.
- Q5) What are different methods to connect to an internet? Explain merits and demerits of each method.
- Q6) a) What is internet addressing? Explain.
b) What are internet protocols? Explain advantages and disadvantages of FTP.
- Q7) What is search engine? How it is different from web directory. Explain the working of search engine.