

Dr. Babasaheb Ambedkar Open University
Term End Examination July – 2023

Course	: BBAR	Date	: 03-Aug-2023
Subject Code	: BBAR-303	Time	: 09:30am to 11:45am
Subject Name	: Management & Information System	Duration	: 02.15 Hours
		Max. Marks	: 70

Section A

Answer the following (Attempt any three) (30)

1. Describe the Characteristics of MIS.
2. Discuss about the intangible benefits of Management Information Systems.
3. Describe the challenges of Management Information Systems.
4. Write a note on 'Basic Components of MS Word'.
5. Write a note on 'Productivity Software'.

Section B

Answer the following (Attempt any four) (20)

1. Describe the functions of Management.
2. Write a short note on 'Computer Based Information Systems'.
3. State the characteristics of Fifth Generation Computers.
4. Describe the components of an Excel Work Book.
5. Write a short note on 'Webpage Development'.
6. State the advantages and disadvantages of Information Technology.

Section C

Part – A (Multiple Choice Questions) (10)

- 1 Level(s) of management:
A Top Level Management B Middle Level Management
C Low Level Management D All the above
- 2 A system having the ability to change itself and its environment in order to survive is called:
A Adoptive System B Appointment System
C Appropriate System D Awkward System
- 3 Type(s) of Information:
A Strategic information B Tactical information
C Both A and B D None of these
- 4 Full form of CPU:
A Ceiling Processing Unit B Central Processing Unit
C Cement Processing Unit D Central Productive Unit
- 5 _____ is a super computer.
A RAPAM B APRAM
C MAPAR D PARAM

- 6 _____ is a Windows based spreadsheet (Worksheet) package.
- A MS Excel
B MS Existence
C MS Experience
D MS Example
- 7 _____ is a mathematical function used to add the numeric value in a range of cells.
- A Summation Total ()
B SUM ()
C SUM-UP ()
D SUMPLUS ()
- 8 The function that calculates and returns the average (arithmetic mean) of the numeric values in the given of cells:
- A {Average (+ average)}
B {Average (- average)}
C Average ()
D None of these
- 9 _____the function that returns the largest value in the given range of cells.
- A Mix ()
B Math ()
C Map ()
D Max ()
- 10 Part(s) of PowerPoint Window:
- A Title Bar
B Menu Bar
C Both A and B
D None of these

Part – B (Do as Directed)

(10)

- 1 Name the three basic components of a system.
- 2 What do you mean by Copyrights? Answer in two- three sentences.
- 3 Define 'Management Information Systems'.
- 4 What is the full-form of RAM?
- 5 What is the full-form of ROM?
- 6 Name any two categories of Operating System.
- 7 Name the two files which are needed to work with Mail Merge.
- 8 What is Networking? Answer in two- three sentences.
- 9 What is the full-form of LAN?
- 10 What is the full-form of WAN?
