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BBABMC 259/BBMBMC 259

IV Semester B.B.A./B.B.M. Degree Examination, April/May 2019

(Credit Based Semester Scheme)

(2012 Scheme)

COMPUTER APPLICATION IN MANAGEMENT

Time : 3 Hours]

[Max. Marks : 120

Instructions :

1. *Section A : Answer any ten questions from the following in 2-3 sentences each.*
2. *Section B : Answer any five questions from the following is not more than 2 pages.*
3. *Section C : Answer the questions not more than 6 pages.*

SECTION - A

1. Answer **any ten** questions of the following, **2** marks each : **(10 × 2 = 20)**
 - (a) What do you mean by Bulletin Board?
 - (b) Define Scheduling.
 - (c) What are Bits and Bytes?
 - (d) What do you mean by E-mail?
 - (e) Define Information.
 - (f) Differentiate between Rocation and functional concepts.
 - (g) What is "word processing"?
 - (h) What is Cache memory?
 - (i) Define the term "Computer Network".
 - (j) What do you mean by an office?
 - (k) What do you mean by Imaging?
 - (l) Write the meaning of MIS.

Shri Dharmasthala Manjunathaswamiji
College of Business Management
MANGALORE - 575 003



SECTION - B

Answer **any five** questions from the following is not more than **2** pages,
8 marks each : **(5 × 8 = 40)**

2. Explain Different types of operating system.
3. What is Memory? Explain different types of Memory.
4. Explain the classification of Network topologies.
5. Explain different components of computer in detail.
6. What measures to be taken to Make Virtual Office effective?
7. Explain the components of Information System.
8. Explain the functions of MIS.

SECTION - C

Answer the following questions, **20** marks each : **(3 × 20 = 60)**

9. (a) Explain the functions of office. **(8)**
(b) Explain the advantages and disadvantages of office automation. **(12)**
Or
- (c) Define 'decision making'. Explain the phases of decision making. **(12)**
(d) Explain the sources of Information. **(8)**
10. (a) Write a short note on : **(8)**
(i) System Software
(ii) Application Software
(b) Explain different services of Internet. **(12)**
Or
- (c) Explain the uses of Tally in Business. **(8)**
(d) Explain the database models. **(12)**
11. (a) What is printer? Explain different classification of printer. **(20)**
Or
- (b) What is office automation? What are the various applications of office automation? **(20)**