(FOR THE CANDIDATES ADMITTED

23UBI308

DURING THE ACADEMIC YEAR 20   ONLY)   REG.NO. :

N.G.M.COLLEGE (AUTONOMOUS) : POLLACHI

END-OF-SEMESTER EXAMINATIONS : NOVEMBER 2024

B.Com - BI   MAXIMUM MARKS: 75

SEMESTER III   TIME : 3 HOURS

PART - III

23UBI308– BUSINESS APPLICATION SOFTWARE AND INFORMATION SECURITY

SECTION – A   (10 X 1 = 10 MARKS)

ANSWER THE FOLLOWING QUESTIONS.(K1)

1. Which of the following is the function used to correct spelling errors in a document?

   A) Formatting   B) Spelling and Grammar

   C) Mail Merge   D) Header and Footer

2. What function allows you to add a new row in a spreadsheet?

   A) Insert   B) Move   C) Copy   D) Delete

3. How do you start a slide show from the beginning in PowerPoint?

   A) Press F5   B) Click "View" and select "Slide Show"

   C) Click "Start Presentation"   D) Press F10

4. What are the primary components of a communication system?

   A) Sender, Medium, Receiver   B) Router, Switch, Firewall

   C) Client, Server, Database   D) Application, Transport, Network

5. Which security feature helps protect e-commerce transactions from interception?

   A). Firewalls   B) HTTPS

   C) Intrusion Detection Systems (IDS)   D) Anti-virus software

ANSWER THE FOLLOWING IN ONE (OR) TWO SENTENCES   (K2)

6. When preparing a document that requires multiple tables and precise formatting, which feature combination would ensure a professional appearance?

7. When sorting data in a spreadsheet, what criteria can you use to arrange the information?

8. What is Google Forms primarily used for?

9. Which of the following is a common goal of information security?

10. Expand HTTPS.

SECTION – B   (5 X 5 = 25 MARKS)

ANSWER EITHER (a) OR (b) IN EACH OF THE FOLLOWING QUESTIONS. (K3)

11. a) Discuss the difference between the "Move" and "Copy" functions in a word processor. (OR)

     b) What are the advantages of using templates in a word processor?

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12. a) What are the advantages of using charts to represent data in a worksheet? **(OR)**

b) Discuss the importance of using functions for date and time calculations in spreadsheets.

13. a) How do you initiate a slide show from the current slide in PowerPoint? **(OR)**

b) Describe the purpose of Google Slides.

14. a) Define the components of a communication system and explain their roles. **(OR)**

b) What are the main goals of information security?

15. a) What is the main difference between Intrusion Detection Systems (IDS) and Intrusion Prevention Systems (IPS)? **(OR)**

b) What is Cross-Site Scripting (XSS) and how does it affect web security?

SECTION – C   **(5 X 8 = 40 MARKS)**

ANSWER EITHER (a) OR (b) IN EACH OF THE FOLLOWING QUESTIONS. (K4 (Or) K5)

16. a) Describe key features of a word processor that enhance document creation.   **(OR)**

b) Describe the steps to create a mail merge for sending personalized letters to a list of clients.

17. a) Describe different types of functions available in spreadsheets for mathematical and statistical calculations.   **(OR)**

b) Analyze the benefits and drawbacks of using Conditional Formatting in a spreadsheet.

18. a) Assess the role of PowerPoint in educational settings compared to traditional lecture methods.   **(OR)**

b) Describe how to create a multiple-choice question in Google Forms.

19. a) Discuss the basic structure of the Internet and how it enables global communication.

(OR)

b) Explain the characteristics and advantages of wireless networks compared to wired networks.

20. a) Discuss effective strategies for managing and securing passwords within an organization.

(OR)

b) Describe how SQL injection attacks work and provide methods to protect against such attacks.

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