

**(FOR THE CANDIDATES ADMITTED
DURING THE ACADEMIC YEAR 2021 ONLY)**

(NO OF PAGES: 2)

21UCO2A2

REG.NO

NGM COLLEGE (AUTONOMOUS) POLLACHI

END-OF-SEMESTER EXAMINATIONS: JULY- 2022

B.Com (Aided & SF)

MAXIMUM MARKS: 70

II SEMESTER

TIME: 3 HOURS

PART III

BUSINESS APPLICATION SOFTWARE AND INTERNET

SECTION – A

(10 X1 = 10 MARKS)

ANSWER THE FOLLOWING QUESTIONS

MULTIPLE CHOICE QUESTIONS

(K1)

1. A command used to copy a text is _____
a) ctrl+c b)ctrl+v c)ctrl +x d)ctrl+a
2. Moving an object from one place to another place is called_____
a) Clipping b) Moving c) Tragging d) Animation
3. A row in a table is known as_____
a) tuple b)file c) attribute d)domain
4. _____ is used to identify the computer in network.
a)IP b)URL c)TCP d)SMT
5. A protocol that is used for E-MAIL _____
a) TCP b) SMTP c) IP d)URL

ANSWER THE FOLLOWING IN ONE OR TWO SENTENCES

(K2)

6. What is meant by worksheet?
7. Which shortcut key is used to run slide show?
8. What is meant by table?
9. Define protocol.
10. What is meant by web page?

(CONTD 2)

SECTION – B**(5 X 4 = 20 MARKS)****ANSWER EITHER (a) OR (b) IN EACH OF THE FOLLOWING QUESTIONS. (K3)**

11. a) Explain the feature of spell check in word document.

(OR)

b) How to insert row and column in worksheet?

12. a) Explain the steps to running slide show.

(OR)

b) How to import object from other application?

13. a) Write note on Database.

(OR)

b) How to display data with report?

14. a) Explain the uses of Internet.

(OR)

b) Write about URL.

15. a) Explain web browsing software.

(OR)

b) How to create simple web page?

SECTION - C**(4 X 10 = 40 MARKS)****ANSWER ANY FOUR OUT OF SIX QUESTIONS.****(16TH QUESTION IS COMPULSORY AND ANSWER ANY THREE****QUESTIONS FROM Q.NO: 17 TO 21)****(K4) OR (K5)**

16. Explain the types of queries with example.

17. Describe the Mail Merge feature in detail.

18. Explain different views in Power Point.

19. Explain the steps to create table.

20. Discuss the requirements to connect the Internet.

21. Discuss the advantages and disadvantages of E-MAIL.