

**TDC Odd Semester Exam., 2020
held in July, 2021**

COMMERCE

(Pass)

(5th Semester)

Course No. : BCMP-504

(Information Technology in Business—I)

Full Marks : 35

Pass Marks : 12

Time : 2 hours

*The figures in the margin indicate full marks
for the questions*

Answer **four** questions, taking **one** from each Unit

UNIT—I

- 1. (a) How Gutenberg’s invention changed the world? 3
- (b) What is the importance of wireless and satellite communication in modern business? 4

- (c) Why is WAP important in wireless network? 3

- 2. (a) Why does a business need smart investment in IT infrastructure? 5

- (b) Highlight the salient features of Information Technology. 5

UNIT—II

- 3. (a) State four differences between hardware and software. 4

- (b) Explain the main purpose of operating system with examples. 6

- 4. (a) Distinguish between internal and external commands of DOS. 4

- (b) Highlight the difference between primary and secondary storage device with examples. 6

UNIT—III

- 5. (a) Explain the steps : 2½×2=5

(i) To insert a picture in MS-Word

(ii) To create a table in MS-Word

(3)

- (b) Discuss how word processor and spreadsheet is useful in business. 5
6. (a) What is the difference between solver tool and goal seek in MS-Excel? 4
- (b) What is worksheet formatting? How can you use various formatting styles for an existing table in a worksheet? 6

UNIT—IV

7. Explain how DBNS is more efficient in managing business activities as compared to traditional file management system. 5
8. What are the steps to create and design a form in MS-Access? 5
