

Total No. of Printed Pages—12

**3 SEM TDC ITAB/ITPB 4 (G/S) (N/O)**

**2 0 1 7**

( November )

**COMMERCE**

( General/Speciality )

Course : 304

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

( New Course )

**( INFORMATION TECHNOLOGY AND  
ITS APPLICATIONS IN BUSINESS )**

Full Marks : 80

Pass Marks : 24

Time : 3 hours

1. Write the full forms of the following :  $1 \times 8 = 8$

(a) ALU

(b) CU

(c) ASCII

(d) DOS



( 2 )

- (e) EPROM
- (f) HDD
- (g) EBCDIC
- (h) SRAM

2. Answer the following :

4×4=16

- (a) Define memory. Explain primary and secondary memories.
- (b) What is software and hardware? Explain the types of softwares.
- (c) Discuss the functions of utility software.
- (d) Explain the differences between a worksheet and a workbook.

3. (a) Define Information Technology. Explain the impact of IT in business and education.

2+9=11

Or

- (b) Explain the impact of IT in social environment and the features of IT in business.

6+5=11

4. (a) Discuss some secondary storage devices used in computer with proper diagrammatic view.

( 3 )

Or

(b) Define operating system. Explain the various functions of an operating system with proper example. 2+9=11

5. (a) Define Internet. What is Internet Protocol? Discuss about client-server architecture. 2+2+7=11

Or

(b) What is EDI? Discuss the working principle of EDI. 3+8=11

6. (a) Explain the following in context with MS-Excel : 4+4+4=12

- (i) Conditional formatting
- (ii) AutoSum
- (iii) Cell referencing

Or

(b) In MS-Word, do the following : 4+4+4=12

- (i) Find and replace a text in a document.
- (ii) Insert a table with 5 nos. of rows and 4 nos. of columns.
- (iii) Insert only the even page numbers in a document in the bottom.



7. (a) What is computer accounting? Discuss the various ledger accounts in Tally. Write the steps in creating a company using Tally.  $2+4+5=11$

Or

- (b) What is group? Write the steps for creating, displaying and altering single group using Tally.  $2+3+3=11$