

Name :
Roll No. :
Invigilator's Signature :

**CS/BBA(H), BIRM, BSCM/SEM-2/BBA-206/2011
2011**

COMPUTER APPLICATION-II

Time Allotted : 3 Hours

Full Marks : 70

*The figures in the margin indicate full marks.
Candidates are required to give their answers in their own words
as far as practicable.*

**GROUP – A
(Multiple Choice Type Questions)**

1. Choose the correct alternatives for the following :

10 × 1 = 10

- i) What is the full form of DML ?
 - a) Data Manipulation Language
 - b) Database Manipulation Language
 - c) Data Maintenance Language
 - d) None of these.

- ii) What does SQL stand for
 - a) Structure Queue Language
 - b) Structured Query Language
 - c) Standard Querly Language
 - d) All of these.



- iii) Goal seek is present in
 - a) MS-EXEL
 - b) MS-WORD
 - c) MS-PROJECT
 - d) SQL.
- iv) Which component in MS_ACCESS is used for taking input ?
 - a) Macro
 - b) Form
 - c) Report
 - d) Chart.
- v) The function key used for help is
 - a) F1
 - b) F2
 - c) F5
 - d) F7.
- vi) Graphical representation of worksheet data is
 - a) Bar Chart
 - b) Utility
 - c) Error
 - d) Application.
- vii) The validation command is located in the
 - a) Tools
 - b) Data
 - c) Format
 - d) Insert.
- viii) .doc is the extension of
 - a) Access file
 - b) Word file
 - c) Power point file
 - d) Excel file.
- ix) 1kB..... bytes.
 - a) 1000
 - b) 1024
 - c) 2048
 - d) 1990.
- x) Primary key is used in
 - a) Excel table
 - b) Word table
 - c) Access table
 - d) None of these.



GROUP – B

(Short Answer Type Questions)

Answer any *three* of the following. $3 \times 5 = 15$

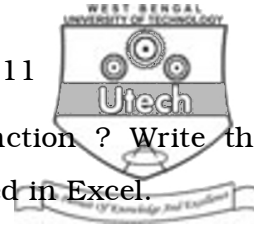
2. What is Data Modelling ? What is Hashing ?
3. How can Security can be done in the DBMS ? How can you back up the data ? $3 + 2$
4. What is the difference between DDL and DML ?
5. What is the Role of Database Administrator ?
6. What is the difference between Primary key and Foreign key ?

GROUP – C

(Long Answer Type Questions)

Answer any *three* of the following. $3 \times 15 = 45$

7. What is DBMS ? What are the advantages of DBMS ? What are the components of DBMS ? What is the Relational Data Model ? How to create a Database ? $2 + 4 + 3 + 3 + 3$
8. What is the Index Sequential File ? Why Database Backup & Recovery are of importance in DBMS ? Briefly Describe. $5 + 10$
9. a) What is clipart ? How could you insert a picture using clipart ? $2 + 2$
b) What is gutter ? What is indent in MS-Word ? $2 + 2$
c) What is meant by text alignment ? In how many ways can you align your text ? $2 + 2$
d) What is clipboard ? How is it useful ? $2 + 1$



10. a) What is spreadsheet ? What is function ? Write the names of two functions which are used in Excel. 2 + 2 + 1
- b) How to create a chart in excel ? 5
- c) What is filter in excel ? What are the types of filter in excel ? What is Auto filter ? 2 + 1 + 2
11. a) What is slide layout ? Mention some slide layouts in Power Point. 2 + 2
- b) What do you understand by slide show ? 2
- c) What are the action buttons ? How can you use them ? 2 + 2
- d) What are the different data types in MS-Access ? 5
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