

N.G.M.COLLEGE (AUTONOMOUS) : POLLACHI**END-OF-SEMESTER EXAMINATIONS :NOVEMBER 2023****B.COM B&I****MAXIMUM MARKS: 50****SEMESTER : III****TIME : 3 HOURS****PART - III****BUSINESS APPLICATION SOFTWARE AND INFORMATION SECURITY****SECTION – A****(10 X 1 = 10 MARKS)****ANSWER THE FOLLOWING QUESTIONS. (K1)**

1. Microsoft word is ____ software.
 - a) Application
 - b) Compiler
 - c) System
 - d) Programming
2. Which of the following is not a valid function in MS Excel?
 - a) SUM()
 - b) COUNT()
 - c) SUBTRACT()
 - d) COUNTA()
3. Each row in a table represents?
 - a) Topple
 - b) Record
 - c) Table
 - d) Field
4. In the internet protocol (IP), data is organized in the form of
 - a) Bundles
 - b) Packets
 - c) Switches
 - d) Parts
5. Which of the following is designed to perform legitimate tasks but it also performs unknown and unwanted activity?
 - a) Viruses
 - b) Worms
 - c) Trojan horses
 - d) Semantic attack

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

6. What is called as template in MS Word?
7. How the individual cell can be formatted in MS Excel?
8. List the steps in creating a table in MS access.
9. Write a short note on Wireless network
10. What is Password management?

SECTION – B (5 X 3 = 15 MARKS)**ANSWER EITHER (a) OR (b) IN EACH OF THE FOLLOWING QUESTIONS. (K3)**

11. a) Write a short note on word processor.
(OR)
b) Show the various kinds of formatting the Text and Paragraph.
12. a) How to create a chart in MS Excel? Explain the types of charts.
(OR)
b) Discover the filtering options and explore its usage.

(CONTD 2)

13. a) Interpret the PowerPoint presentation.
(OR)
b) Examine the Primary key and secondary key
14. a) Describe the TCP/IP.
(OR)
b) Assess the elevation of privilege.
15. a) Describe about authentication with its types.
(OR)
b) Sketch the steganography along with its kinds.

SECTION – C**(5 X 5 = 25 MARKS)****ANSWER EITHER (a) OR (b) IN EACH OF THE FOLLOWING QUESTIONS.**
(K4 (Or) K5)

16. a) Discuss in detail about the Header and Footer.
(OR)
b) Summarize the steps involved in the mail merge.
17. a) Classify the Date and Time functions with examples.
(OR)
b) Discuss the Mathematical and Statistical functions.
18. a) Develop a user interface with forms and display the data in reports
(OR)
b) Analyse the ten animation options in PowerPoint presentation.
19. a) Summarize the Components of communication system.
(OR)
b) Examine the types of internet attacks.
20. a) Outline the e-commerce security and windows security.
(OR)
b) Discuss about firewalls in networks.
