

(FOR THE CANDIDATES ADMITTED

SUBJECT CODE

25 UCO 2A1

DURING THE ACADEMIC YEAR 2025-26 ONLY)

REG.NO.

N.G.M.COLLEGE (AUTONOMOUS) : POLLACHI

END-OF-SEMESTER EXAMINATIONS : MAY– 2026

B.Com. (AIDED & S.F.)

MAXIMUM MARKS: 75

II SEMESTER

TIME : 3 HOURS

PART – III

BUSINESS APPLICATION SOFTWARE AND INTERNET

SECTION – A

(10 X 1 = 10 MARKS)

ANSWER THE FOLLOWING QUESTIONS.

(K1)

1. Who invented Ms- excel and in which year?
 - a) Richard brodie,1985
 - b) Steve jobs,1985
 - c) Bill gates,1983
 - d) Gary kildall,1980
2. Which tab would you use to add animations to your slides?
 - a) Design
 - b) Animations
 - c) Insert
 - d) Home
3. Which tool do you use to create a query object?
 - a) Table query wizard
 - b) Simple filter wizard
 - c) Simple query wizard
 - d) Database wizard
4. Which of the protocols is used in the internet?
 - a) HTTP
 - b) DHCP
 - c) DNS
 - d) DNS,HTTP & DHCP
5. What is the main function of a web browser?
 - a) Create website
 - b) Send emails
 - c) Retrieve and display web content
 - d) Host domains

ANSWER THE FOLLOWING IN ONE (OR) TWO SENTENCES.

(K2)

6. What is a template?
7. What is a slide show presentation?
8. What is a query ?
9. What is meant by IP address?
10. What is meant by Address book?

(CONTD 2)

SECTION – B

(5 X 5 = 25 MARKS)

ANSWER EITHER (a) OR (b) IN EACH OF THE FOLLOWING QUESTIONS. (K3)

11. a) State the features of Ms-word.
(OR)
b) Write a short notes on move and copy command in Ms-excel.
12. a) What are the uses of Ms power point?
(OR)
b) State the uses of Automatic presentation.
13. a) Explain the database in Ms-Access.
(OR)
b) Write down the merits of reports.
14. a) State the importance of Internet.
(OR)
b) Write a short note on Uniform Resource Locator
15. a) Write a short note on www.
(OR)
b) State the importance of HTML tags.

SECTION – C

(5 X 8 = 40 MARKS)

ANSWER EITHER (a) OR (b) IN EACH OF THE FOLLOWING QUESTIONS.

(K4 (Or) K5)

16. a) Explain the tools menu options in Ms-word
(OR)
b) Write the importance of file menu option in excel format.
17. a) Explain different views in PowerPoint presentation.
(OR)
b) Write notes on printing and modifying presentation on Ms-power point.
18. a) Explain in detail the relationship between tables and queries in Ms-access.
(OR)
b) Discuss briefly the uses of form in Ms access.
19. a) Explain in detail resources and uses of internet.
(OR)
b) Briefly evaluate the various classification of internet protocols.
20. a) Discuss various benefits of email and search engines.
(OR)
b) Write a note on
i) Telnet ii) Gopher iii) WAIS