



UNIVERSITY OF THE PUNJAB

Associate Degree in Commerce / B.Com. Part – I

2nd Annual – 2020 & Annual – 2021

Subject: Computer Application in Business

Paper: BC-302

Roll No.

Time: 3 Hrs. Marks: 100

**NOTE: Attempt any FIVE questions. All questions carry equal marks.
Extra attempt of any question will not be considered.**

- Q.# 1: Explain Uses of Excel In business.
- Q.# 2: Define Data and information. Discuss importance of data processing in business.
- Q.# 3: What is software. Write different types of software.
- Q.# 4: Write a note on Input and output devices.
- Q.# 5: Explain types of computer.
- Q.# 6: Differentiate between LAN,MAN and WAN.
- Q.# 7: Write advantages of internet.
- Q.# 8: Explain environment of Windows XP.

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