



Chhatrapati Shahu Ji Maharaj
University, Kanpur

Answer Script Details
Barcode 6419856

Roll No. 23070002068
Total Mark 31/37.50

Exam BACHELOR OF BUSINESS ADMINISTRATION_DEC-202
Subject F010103TB - COMPUTER APPLICATIONS

Question wise Mark Summary

Q.No Mark Q.No Mark Q.No Mark Q.No Mark

1A NA/6

1B 5/6

1C NA/6

1D NA/6

1E 6/6

1F NA/6

1G NA/6

2 NA/12

3 10/12

4 NA/12

5 10/12

Chhatrapati Shahu Ji Maharaj University Kanpur, Uttar Pradesh

PART-II

MARKS OBTAINED										
Q.	1	2	3	4	5	6	7	8	9	10
(a)										
(b)										
(c)										
(d)										
(e)										
(f)										
(g)										
(h)										
(i)										
(j)										
Total										
Total Marks in Figures							Max. Marks			
Total Marks in Words										



F 0 1 0 1 0 3 T

Paper Code

Signature of Evaluator

Date of Exam: 06/02/24 Shift: I Room No.: 06/06
 Paper Code: F010103T Subject: Computer Applications
 Name of Candidate: Priyanshu Singh
 Roll No.: 23070002068

Signature of Candidate: *Priyanshu*
 Signature of Invigilator: *[Signature]*
 COE Facsimile: *[Signature]*

Course: **BBA**

Session: **2023-24** Year/Semester: **I**

Subject Name: **Computer Applications**

Medium: English Hindi

Paper Code

F 0 1 0 1 0 3 T

Exam Date

0 6 0 2 2 0 2 4

Name of Candidate

P R I Y A N S H U S I N G H

Father's Name

S H O K S I N G H

संस्थान का कोड
College Code

K N 1 6 9 2

A	A	0	0	0
E	B	1	1	
F	D	2	2	
H	J	3	3	3
K	4	4	4	
L	L	5	5	5
R	M	6	6	
S	7	7	7	
U	T	8	8	8
U	9	9	9	
W				

केंद्र का कोड
Exam Centre Code

K N 1 6 2

A	A	0	0	0
E	B	1	1	
F	D	2	2	
H	J	3	3	3
K	4	4	4	
L	L	5	5	5
R	M	6	6	
S	7	7	7	
U	T	8	8	8
U	9	9	9	
W				

प्रश्न पुस्तिका का प्रकार
Type of Exam

Regular
 Ex-Student
 Back Paper Exam

ANSWER BOOKLET NO.

6419856

F 0 1 0 1 0 3 T

Paper Code



Enrollment Number: **C S J M A 2 3 0 0 0 1 2 5 9 2 7**

उम्मीदवार का रोल नंबर
Candidate's Roll Number

पत्र का कोड
Paper Code

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F 0 1 0 1 0 3 T

0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9

A	0	0	0	0	N
B	1	1	1	1	P
C	2	2	2	2	R
E	3	3	3	3	
G	4	4	4	4	4
Z	6	6	6	6	6
W	7	7	7	7	7
8	8	8	8	8	8
9	9	9	9	9	9

Signature of Candidate: *Priyanshu*

Signature of Invigilator: *[Signature]*

C S Facsimile: *[Signature]*

COE Facsimile: *[Signature]*

नोट- 1. परीक्षार्थी को निर्दिष्ट किया जाता है कि आवरण वाले को मुद्रित भाग पर अंकित सभी निर्देशों को सावधानी पूर्वक पढ़ें।
 2. बॉक्स में भरी जाने वाली प्रतिक्रियाएँ काली सफा से शुद्ध की जाएँ। 3. गोलों को काले या नीले बॉलपेन से भरा जाएँ।

INSTRUCTION TO THE CANDIDATE FOR FILLING PART-I

1. Read the instructions carefully given on the answer script and admit card.
2. Write Date of Exam, Shift, Paper Code & Name of Subject Correctly.
3. Write Name & Roll No. Correctly.
4. Write Semester & Branch Correctly.

INSTRUCTION TO THE CANDIDATE FOR FILLING PART-III

1. Use blue or black ball point pen for writing alphabets & numerals in boxes.
2. Carefully study the example before you start marking.
3. As shown in the example below, blacken the circles completely.



4. Make no Stray marks on this sheet.

5. DO NOT WRITE OR MARK ON THE BAR CODE.

IN ORDER TO AVOID UFM (UNFAIR MEANS) :

1. The Roll No. and Answer Book no. found elsewhere or any other symbol found in the answer book will be treated as unfair means.
2. Any tempering of Bar Code and Booklet no shall be treated as Unfair Means.
3. Do Not bring the materials like slip of paper/mobile/digital diaries/ study material/ revision notes in examination hall. Possession of the mobiles/ digital diaries/electronic/digital/ watch and any other electronic gadget except memory less scientific calculator shall be considered as UFM case.
4. Do not keep or paste currency note in answer script it shall be consider as UFM.

अनुचित साधन से बचने हेतु :

1. उत्तर पुस्तिका के निर्दिष्ट स्थान को जोड़कर अनुक्रमिक एवं उत्तरपुस्तिका का क्रमांक सही और न मिले तथा कोई भी चिन्ह न बनाये क्योंकि यह अनुचित साधन प्रयोग की परिधि में आता है।
2. उत्तर पुस्तिका के चारकोर जगह उत्तर पुस्तिका संख्या पर छेद छान करने पर अनुचित साधन प्रयोग माना जायेगा।
3. परीक्षा कक्ष में विना वस्तु साद न लाने, जैसे किसे दूर कागज के टुकड़ों, मोबाइल, डिजिटल डायरी, डिजिटल वॉच, काले, सुनहरे या सभी वस्तु जो अनुचित साधन को प्रदर्शित करती है। कक्ष में निर्दिष्ट प्रश्नपत्र में दो कक्षों तक साइडफिल कोल्डग्लेजर ले जाने की अनुमति होगी।
4. उत्तर पुस्तिकाओं में कल्पे न रखें न ही उत्तर पुस्तिका में विधवार्य। ऐसा करना अनुचित साधन प्रयोग की परिधि में आता है।

1. प्रश्नपत्र एवं उत्तर पुस्तिका पर दिखे गये निर्देशों को ध्यान से पढ़ें।
2. उत्तर पुस्तिका के दृष्टी से उत्तर पुस्तिका को खोलें।
3. उत्तरपुस्तिका के पृष्ठ पर दोषों का जांच करें।
4. प्रश्नपत्र पर अपने अनुक्रमिक को निर्दिष्ट कुष्ठ न लिखें।
5. प्रश्नपत्र कोड एवं प्रश्नपत्र ID सावधानी पूर्वक लिखें।
6. उत्तरपुस्तिका स्पष्ट लिखें।
7. उत्तर पुस्तिका के पृष्ठों की संख्या देखें। उत्तरपुस्तिका में पृष्ठ (1-24) से कम है या कटे हुए हैं, तो उत्तर पुस्तिका को पूर्व दृष्टि उत्तर पुस्तिका से लें।
8. प्रश्नपत्र को देख, यदि प्रश्नपत्र के विषय कोड, विषय का नाम तथा प्रश्न में कोई त्रुटि है तो उत्तरपुस्तिका को लेने से 20 मिनट के अन्दर कक्ष निर्देशक को तत्काल सूचित करें, उसके बाद विचारविमलन प्राप्त कोई भी नहीं की जायेगी।
9. प्रश्नों को उत्तर लिखने के लिये पेंसिल का प्रयोग न करें।
10. बी कोपी या अतिरिक्त टाक नहीं दिया जायेगा।

INSTRUCTION TO THE CANDIDATE

1. Read the instructions carefully given on the Question Paper, Admit Card & Answer Script.
2. Do not write anything on back side of the cover page.
3. Write on both sides of pages of answer book.
4. Do not write anything on question paper except Roll Number.
5. Write Paper Code & Question Paper Id carefully.
6. CHECK the number of pages (1-24) or any other kind of damage in your answer script, if found than change the answer script immediately before the commencement of examination.
7. CHECK the Question Paper for any kind of discrepancy e.g. Subject Code, S Name, and Question of the Question Paper during first THIRTY MINUTES of commencement of the exam, so that it can be corrected in TIME. After that no corrections shall be entertained by the university.
8. Do not use pencil for answering the question.
9. Write status correctly e.g. those appearing in carry over papers should fill in status as Carry Over. Those appearing as Ex- Students should fill in status as ex.
10. No supplementary answer book & graph paper will be provided.

INSTRUCTION TO THE CANDIDATE FOR FILLING PART-IV

1. Use blue or black ball point pen for writing alphabets & numerals in Boxes.
2. Use blue or black ball point pen for filling the circles.

	1	8	1	5	4	3	2	1	6	9
0	0	0	0	0	0	0	0	0	0	0
1	●	1	●	1	1	1	1	●	1	1
2	2	2	2	2	2	2	●	2	2	2
3	3	3	3	3	3	●	3	3	3	3
4	4	4	4	4	●	4	4	4	4	4
5	5	5	5	●	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	●	6
7	7	7	7	7	7	7	7	7	7	7
8	8	●	8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9	●

Note- If your Roll No. is of 10 digits. Please leave first three columns.



Section - 'A'

Answer - I (B)

Flowchart

Flowchart is a pictorial representation of an algorithm. Flowchart makes the algorithm easy to understand with the use of diagrams.

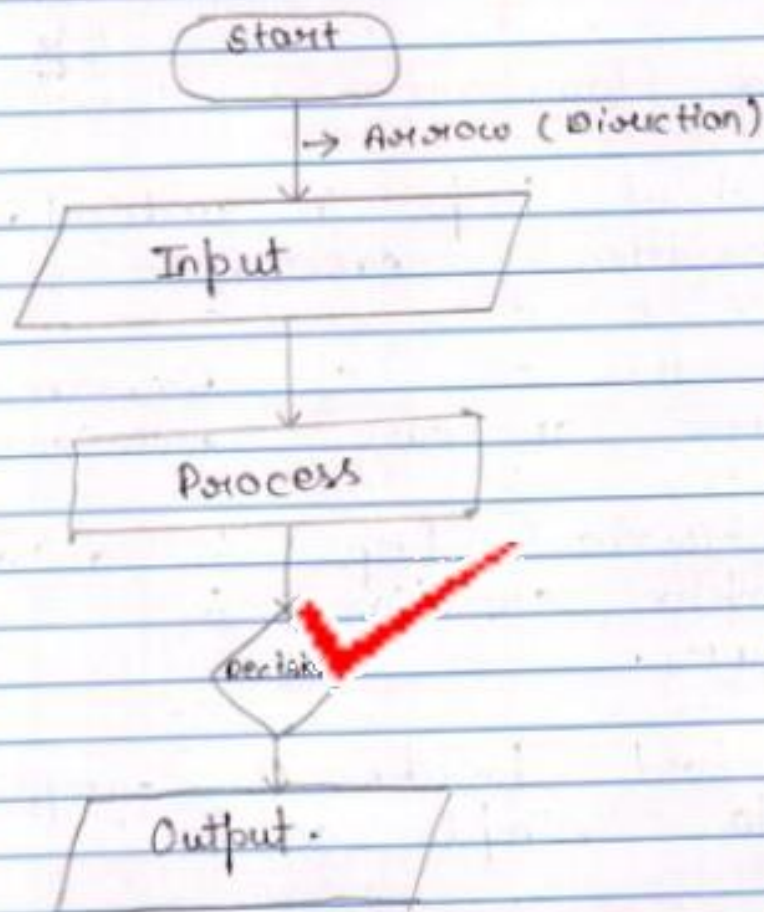
Use of Flowchart -

- ⇒ Flowchart helps in understanding the algorithm easily.
- ⇒ With the use of diagrams, flowchart gives an easy overview of data.
- ⇒ Flowchart helps in designing the complex operation in a simple manner.
- ⇒ Flowchart breaks the complex things into simple groups.



→ Flowchart uses various shapes and those shapes are -

- 1). Oval - Start and end.
- 2). Arrow - Direction.
- 3). Parallelogram - Input and Output
- 4). Rectangle - Process
- 5). Diamond - Decision.





Answer-1 (E)

MS Powerpoint

MS Powerpoint is a microsoft program present in microsoft office suite. It is used to make presentations. It has various options that can help in making a professional type of presentation.

MS Powerpoint is very easy to use. it provides various options like-

Slide layout

Slide design

Insert

Animation

Notes ✓

Slideshow

Slidestarter pane, etc.

All these helps in making a professional looking presentations.



Use of MS Powerpoint -

MS Powerpoint is used in various fields like :

1). **Education** - Now-a-days, with the emerge in technology, education has also implemented technology in teaching methods. PPT helps in presenting the topic in an interesting or creative manner.

2). **Marketing** - PPT is also used in marketing. It shows trends & information of product, etc.

3). **Business** - PPT helps in presenting new ideas or plans in business.

4). **Creating resumes** - PPT also helps in creating resumes with using animations, etc.

5). **Depicting growth/stock changes** - PPT also helps in depicting the growth of business.



Section - 'B'

Answer - 3

Generations of Computers

Computer - Computer is a fast electronic device that helps in performing the arithmetic and logical operations.

Computer has been divided into 5 generations. These generations are -

- 1). First Generation Computer. (1940 - 1956)
- 2). Second Generation Computer. (1956 - 1963)
- 3). Third Generation Computer. (1963 - 1971)
- 4). Fourth Generation Computer. (1971 - 1980)
- 5). Fifth Generation Computer. (1980 - Present).

P.T.O



Do Not Write anything in this Portion

1). First Generation Computers - 1940 - 1956

The period of first generation of computers was from 1940 to 1956.

They were big and bulky in nature.

Their main component was - Vacuum tubes.

Speed - Slow and very big and heavy.
Language - Machine Language.

2). Second Generation Computers - 1956 - 1963

The time period of computers of second generation was from 1956 to 1963.

Main component of those computers was - Transistors.

Speed of second generation of computers was relatively faster than that of first generation and were smaller in size.

Language - Assembly Language.



3). Third Generation of Computers - (1963 to 1971)

- Time - Period was from 1963 to 1971.
- Main component of these computers were - integrated circuits.
- They were fast in speed and were comparatively smaller in size.
- Language used by them was low level language.

4). Fourth Generation of Computers - (1971 to 1980)

- Time - period was from 1971 to 1980.
- Main component was Very Large Scale integration and Microprocessors.
- They were very fast in speed and also way smaller in size.
- Language used by these computers was - High - level language.



5). Fifth Generation Computers - (1980 to present)

- Time period from 1980 to Present.
- Main components - Artificial Intelligence (AI) and VLSI (Ultra large scale integration).
- Speed of these computers is it is the fastest among all, also it is the smallest in size among all.
- Language - Human (Natural language).

Now-a-days, computers are so advanced that they can understand human language.





Answer - 5

Spreadsheet

- 'Spreadsheet' is a writing program, it provides for editing, processing and analyzing.
- ⇒ Spreadsheet has various options, which make it the most famous writing program.
- ⇒ Spreadsheet has left behind all the paper writing programs.
- ⇒ A workbook is a collection of various spreadsheets.
- ⇒ A spreadsheet consists of group of rows and columns known as 'cell'.
- ⇒ A spreadsheet has 1056 multiple rows and multiple columns.
- ⇒ The most famous spreadsheet program is 'MS Excel'.



Do Not Write anything in this Portion

Uses of Spreadsheets -

- 1. Spreadsheets help in making a project.
- Spreadsheets are used in practicing various formulas.
- Spreadsheets give knowledge about various options available on it.

Creation of a spreadsheet -

Step 1). Go to top left corner in MS Office.

Step 2). Select New. A dialog box will appear.

Step 3). Select new workbook or spreadsheet.

A new spreadsheet has been created.



Spreadsheet formulas, icons -

- 1). Tool Bar - It contains all the tools for the preparation of spreadsheet.
- 2). Title Bar - It contains the name of the active cell.
- 3). Cell - Cell is a group of rows and columns.
- 4). Row heading - Each row has a heading.
- 5). Column heading - Each column has a heading.
- 6). Cell numbering - It also shows the active or selected cell.
- 7). Navigation buttons - Each spreadsheet contains 4 navigation buttons.
- 8). Sheets - A workbook has multiple interacting sheets but it shows only 3 sheets, we can change the sheets with the help of navigation buttons.



Formulas used in Spreadsheet -

- = Now ()
- = Today ()
- = Concatenate ()
- = If ()
- = MIN ()
- = MAX ()
- = SUM ()
- = AVERAGE ()
- = DAVERAGE ()
- = DCOUNTA ()

All these formulas are used in making a project in spreadsheet or a project in spreadsheet.

Spreadsheet -

	Home	Insert	Data	View	Window	Help
A1:B1						



END -



Paper Code

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13

X



Paper Code

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14

Do Not Write anything in this Portion

X



Paper Code

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15

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Paper Code

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16

Do Not Write anything in this Portion

X



Paper Code

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17

X



Paper Code

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18

Do Not Write anything in this Portion

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Paper Code

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19

X



Paper Code

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20

Do Not Write anything in this Portion

X



Paper Code

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21

X



Paper Code

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22

Do Not Write anything in this Portion

X



Paper Code

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23

X



Paper Code

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24

Do Not Write anything in this Portion

X