

B.B.A. Semester - 1 (CBCS) Examination
Nov./Dec. -2018 (Old Course)
OFFICE AUTOMATION(CORE)

Time: 1:30 Hours**Marks: 35****Instructions:**

1. All questions are compulsory.
 2. Figures to the right indicate marks.
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Que-1 Write answer of the following questions. (15)

1. Describe Block Diagram of Computer.
2. Describe types of digital Computer
3. Describe DVD

OR

Que-1 Write answer of the following questions. (15)

1. Describes characteristics of Computer.
2. Describe types of Main Memory
3. Discuss : CD

Que-2 Write answer of the following questions. (10)

1. Describe Key Board
2. Describe LCD Monitor

OR

Que-2 Write answer of the following questions. (10)

1. Describe Scanner and Touch Screen
2. Describe Types of Printer

Que-3 Write answer of the following questions. (10)

1. Explain The concept of Internet and it's Usage
2. Explain methods of Internet connection

OR

Que-3 Write answer of the following questions. (10)

1. Explain addressing of Internet
2. Explain WWW, Web, Browser, FTP, E-Mail
