Reg. No. : ....

Name : ....

IV Semester B.B.A./B.B.A.(RTM) Degree (C.B.C.S.S. – OBE-Regular/ Supplementary/Improvement) Examination, April 2025
(2019 to 2023 Admissions)
General Awareness Course
4A13BBA/BBA(RTM) : IT TOOLS FOR BUSINESS

Time : 2 Hours

Max. Marks : 20

PART – A
(Very Short Answer)

Answer **all** questions. **Each** question carries **1** mark.

1. Who is the father of computers ?

2. What is hacking ?

3. What is a spreadsheet ?

(3×1=3)

PART – B
(Short Answer)

Answer **any 3** questions. **Each** question carries **2** marks.

4. What is Wi-Fi ?

5. What is the shortcut key for adding a new slide ?

6. Any two shortcut keys in MS Word and its purpose.

7. What is cyberstalking ?

8. What is mesh topology ?

9. What is AI ?

(3×2=6)

P.T.O.

PART – C
(Essay)

Answer **any 2** questions. **Each** question carries **3** marks.

10. What are the different types of memory in a computer ?

11. What are the different alignment options in MS Word ?

12. How to create a formula in MS Excel ?

13. What are the different types of cyber-attacks ?

14. What are the uses of IT in business ?

(2×3=6)

PART – D
(Long Essay)

Answer **any 1** question. **Each** question carries **5** marks.

15. Explain about different Network topologies.

16. What are the uses of MS Excel in the business world ?

17. What are the challenges of the cyber world ?

18. How are the developments in IT helpful for the educational sector ?

(1×5=5)

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