

## CENTRE FOR DISTANCE AND ONLINE EDUCATION

**Programme: B.Com.**

**Course Title: Computer Applications in Business**

**Course Code: BCOM 104**

### **Important Instructions**

- 1. Attempt all questions given below.**
- 2. All questions are to be attempted in legible handwriting with necessary pictorial presentation on white A-4 size, one side ruled paper.**
- 3. Minimum numbers of pages should be 20.**

### **Practical Questions**

**Q1.** Maximize the profit for the following Current selling price of the bridal costume is Rs. 22000, the cost price is Rs. 10,000 The advertising expenses are Rs.500

The constraints are:

The cost budget should be between Rs.9000 and Rs.12000 & the advertising expenditure ranges between Rs. 400 and Rs.1000.

**Q.2 A worksheet contains name and marks in 3 subjects . Calculate Total Marks**

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
<b>1</b>	NAME	SUB 1	SUB 2	SUB 3	TOTAL MARKS
<b>2</b>	Deep	30	34	44	
<b>3</b>	Jayesh	40	35	45	
<b>4</b>	Yash	45	36	47	
<b>5</b>	Sara	48	32	50	
<b>6</b>	Gita	35	32	43	
<b>7</b>	Jinal	32	31	37	
<b>8</b>	Kavita	36	28	38	
<b>9</b>	Minal	23	25	40	
<b>10</b>	Naresh	43	27	50	
<b>11</b>	Rima	37	44	46	

- a) Construct 3D Pie Chart for Total marks
- b) Construct 2D Line Chart for Subject 1 and Subject 3
- c) Construct 2D Column Chart for Sub1,Sub2,Sub3
- d) Construct Stacked Column Chart for Sub1,Sub2,Sub3

**Q3.** What do you understand by mailings tab in MS Word? Define mail merge and different steps involved in mail merge in detail.

Q4. Describe Paragraph in MS Word. Explain different type of line spacing and paragraph spacing in MS Word. Also write a paragraph in MS Word and format that paragraph, write the steps for paragraph formatting.

Q5. What are the steps to create and use a custom animation in PowerPoint?

Q6. Describe the process of protecting a PowerPoint presentation with a password.