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Q. P. Code 80307

Q1. A. Choose correct alternatives. (Any 8)

8Marks

- | | | | |
|-------------|--------------|------------|-----------------------------|
| 1) Database | 2) C2C | 3) Network | 4) Internet protocol |
| 5) WordArt | 6) Rate | 7) Both | 8) Office automation system |
| 9) TPS | 10) Intranet | | |

Q1. B State whether the following statements are True or False (Any 7)

7Marks

- | | | | |
|----------|-----------|----------|---------|
| 1) True | 2) True | 3) False | 4) true |
| 5) true | 6) True | 7) true | 8) True |
| 9) false | 10) false | | |

Q2.A. What are the major areas of IT Application in Management?

Ans : applications are

- Human resource,
- production management,
- office management,
- finance management,
- marketing management.

**Q2.B. Digital Organization? What Are The Three Principles Of Digital Organization?
(Meaning and explain the concept)**

OR

Q2.A Explain types and levels of information system.

1. **Operational (Low level management)**
2. **Middle level of management**
3. **Top Level Management** Explanation of each level with their function and role.

Types of Information Systems

- Transaction Processing Systems (TPS)
- Management Information System (MIS)
- Decision Support System (DSS)
- Executive Information System (EIS)
- Office Automation System (OAS)
- Knowledge based system
- Expert system

Q.2.B Explain the success and failure of Information Technology in detail..

Failure:

- 1) Poor Communication.
- 2) Underestimating or ignoring impact of change.
- 3) Lack of Leadership. .
- 4) Lack of strong executive sponsorship.
- 5) Poor project management.
- 6) Poor Planning.
- 7) Trying to do it cheap.
- 8) Lack of technical knowledge.
- 9) Lack of sound business case.
- 10) Poor vendor management.

Success:

Reasons for success of IT

Customer satisfaction

Requirements cost, quality, time

Communication, focus, continuous connection with them

Profitability

Good project planning

logical

Q3.A Explain the following MS Excel functions with its syntax

1. **PMT**: The PMT function calculates the payment for a loan that has constant payments and a constant interest rate. =PMT(rate,nper,pv,fv,type)
2. **IF** : IF function returns one value if the condition is TRUE, or another value if the condition is FALSE. =IF (condition, [value_if_true], [value_if_false])
3. **SUMIF** : The SUMIF function is a worksheet function that adds all numbers in a range of cells based on one criteria (for example, is equal to 2000).
=SUMIF(range,criteria,sum range)
4. **PV**: Returns the present value of an investment. The present value is the total amount that a series of future payments is worth now. =PV (rate,nper,pmt,[fv],[type])
5. **IRR**: Returns the internal rate of return for a series of cash flows represented by the numbers in values =IRR(range,[estimated_ irr])
6. **MOD**: Returns the remainder after number is divided by divisor. The result has the same sign as divisor. =MOD (number,divisor)
7. **LEN**: LEN returns the number of characters in a text string. =LEN (text)



Q3.B. . How to Configure Microsoft Outlook in Your Pc? Write All The Possible Steps.

Ans1) Open outlook: select Account Settings.. from Tools Menu

- 2) Click New
- 3) Click Microsoft exchange, POP3, IMAP or HTTP and then click Next.
- 4) In the auto account setup dialog box click to select the manually configure server settings or additional server types check box and then click next.
- 5) Click Internet EMail and then click Next.
- 6) In the server information section, select IMAP for Account Type.
- 7) In your name box enter your name exactly as you want it to appear to recipients.
- 8) In the Email address box, type your email address.
- 9) In the user name box, type your account name
- 10) In the password box type your password.
- 11) In the incoming mail server box, type the name of your IMAP4 server.
- 12) In the outgoing mail server (SMTP) box, type the name of your SMTP server.
- 13) Click next after you have completed entering this configuration information and then click Finish.

OR

Q3.A Explain PV And FV Function With Help Of Example

8. **PV:** Returns the present value of an investment. The present value is the total amount that a series of future payments is worth now. =PV
(rate,nper,pmt,[fv],[type])
9. Fv functions

Q3.B Explain the difference Between VLOOKUP and HLOOKUP

Definition of vlookup and hlookup

Formula

example

Q4. A. Explain the difference between Intranet and Extranet?

(Meaning and Concept)

Q4. B Explain the concept of Electronic Data Interchange ? Write Advantage and Disadvantages of It



Electronic Data Interchange (EDI) is the electronic interchange of business information using a standardized format: a process which allows one company to send information to another company electronically rather than with paper. (**also explain the concept**)

Advantage

- Faster processing
- Automated Data entry
- Receipt verification
- Data Validation
- Availability of free software

Disadvantage

- Expensive
- Initial setup is time consuming
- EDI standard changes.
- System electronic protection
- Staff training cost

OR

Q4.A What is Web Hosting? What Are Types of Hosting?

- Definition of hosting
- Smaller hosting services
- Larger hosting services

Q4. B. What are the benefits and drawbacks of M – Commerce ?

Meaning of Mcommerce

Benefits

- User friendly
- Easy to carry mobile device
- Low internet connectivity area
- Secure transactions:

Drawback

- Lack of Internet Connectivity
- Lack of Awareness
- Less Number of Mobile phone

Q5. A. What are the Security Requirements for Safe E-Payments?

- Embedded Microchip for added security.
- Encryption of data
- Point to Point Encryption
- Tokenization
- 3D secure



Q5. B. . . What Are The Advantages And Disadvantages of E-Commerce?

Advantages

1. Global market
2. Wide range of products and options.
3. 24 x 7 available
4. Saves time
5. Reduces cost
6. Purchasing decisions

Disadvantages

1. Lack of infrastructure
2. Security
3. Lack of privacy
4. Tax issue
5. Refund

Q5. SHORT NOTE ON

1. Rehearse Timing Of Presentation(explain the concept)
2. IP Address(explain the concept)
3. LAN(Meaning and explain the concept)
4. Threat Management(Meaning and explain the concept)
5. hub (Meaning and explain the concept)