

Note: 1.All questions are compulsory.

2. Figure to right indicate marks.

Q.1A) Multiple choice questions. (Any 8)

8

1. _____ allow automatically apply formatting depending on data value.
a) Filters b) Conditional Formatting c) Reference Style d) Pivot tables
2. Using _____ sign in cell address considered as Absolute Reference.
a) # b) & c) \$ d) %
3. _____ do not change when the formula is copied.
Relative Reference b) Text to Column c) Pivot Table d) Absolute Reference
4. Function is written in Specific way which is called as _____.
a) Address b) data c) syntax d) values
5. _____ function is used to count the number of business days between the order date & received date.
a) Count () b) Date () c) Month () d) Network days ()
6. _____ feature fills cell data or series of data in worksheet.
a) Auto fill b) Find c) Replace d) Goto
7. A _____ is the set of mathematical instructions that can be used in Excel to perform calculation.
a) Text b) data c) Spell check d) Formula
8. Calling cells by just their column & row label is called a _____ reference.
a) Absolute b) Relative c) Exact d) Function
9. _____ helps to make large data more Manageable.
a) Rows & Columns b) Rows c) Columns d) Pivot Tables
10. Function has _____ & _____ in parentheses
a) Name & address b) address & text c) name & argument d) all of these

Q.1 B) State the following as True or False (Any 7)

7

- 1) There are two types of cell referencing in excel.
- 2) XNPV () function calculates a net present value.
- 3) Macros can be defined as series of tasks.
- 4) Slicers from Pivot Tables are just like Filters.
- 5) The RDBMS was introduced by E.F Codd in the year 1970.
- 6) Conditional formatting can be applied only on numerical data.
- 7) Conditional formatting automatically applies formatting to selected data.
- 8) IF () function displays a value only if the given criteria is True.
- 9) Hlookup() function Stands for Healthy Lookup.
- 10) In sumif() function up to 57 range /cri'eria pair can be entered.

- Q.2 A) Explain following functions in Excel with syntax & Example. 8
 a) Average () b) Count () c) If ()
 d) CountIf () e) FV () g) Sum ()
- Q.2 B) Explain basic concept of Relational Database Model. 7
 OR
- Q.2 C) Explain Advantages of & Disadvantages of DBMS. 8
 Q.2 D) Explain types of Keys in detail. 7
- Q.3 A) What is Enterprise Resource Planning (ERP) 8
 Q.3 B) What is Supply Chain Management (SCM)? 7
 OR
- Q.3 C) Explain CRM in detail. 8
 Q.3 D) What are types of Internet Banking in India? 7
- Q.4 A) Define ECS with its types & Advantages. 8
 Q.4 B) What is Core Banking? 7
 OR
- Q.4 C) Explain Services used under E-banking in India 8
 Q.4 D) Explain Advantage & Disadvantages of Internet Banking 7
- Q.5 A) Explain Relationship in Database. 8
 Q.5 B) Explain Different Data Types in MS-Access. 7
 OR
- Q.5 C) Short Note (Any 3) 15
 1. Mobile Banking.
 2. Internet Banking.
 3. SCM.
 4. PV () Function.
 5. Pivot tables.