



Reg. No. :

K20U 0940

Name :

IV Semester B.Com. Degree (CBCSS-Reg./Sup./Imp.)

Examination, April 2020

(2014 Admn. Onwards)

(Core Course)

4B08 COM : INFORMATICS SKILLS

Time : 2 Hours

Max. Marks : 20

PART – A

Answer **all** questions. **Each** carries $\frac{1}{2}$ mark.

1. Discarded electronic appliances such as mobile phones, computers and televisions is called _____
2. Which provides information related to current cursor location, page number, total number of pages and program status ?
3. WAN stands for _____
4. Workbook is a collection of _____

(4× $\frac{1}{2}$ =2)

PART – B

Answer **any four** questions. **Each** carries **one** mark.

5. What is diligence ?
6. What is word processing ?
7. Mention any two advantages of computer networks.
8. What is cyber law ?
9. Name two functions used to perform arithmetic operations in MS-Excel.
10. Name any two types of vouchers.

(4×1=4)

P.T.O.



PART – C

Answer **any three** questions (not exceeding **one** page). **Each** carries **two** marks.

11. What are the uses of different networking components ?
12. Mention any two guidelines for the proper usage of Internet.
13. What are the benefits of E-Governance ?
14. How to create macros in MS-Word ?
15. What are the features of computerized accounting ?

(3×2=6)

PART – D

Answer **any one** question. **Each** carries **eight** marks.

16. Explain the features of modern personal computer and peripherals.
17. Discuss IT application in Medicine in detail.

(1×8=8)
