Roll No……..….. **Total No. of Printed Pages: 1**
Total No. of Questions: [09]

BBA (Aviation Management) (Semester – 1st)
IT APPLICATION IN AVIATION
Subject Code: BBADS2105
Paper ID: [20150205]

Time: 03 Hours **Maximum Marks: 60**

Instruction for candidates:

1. Section A is compulsory. It consists of 10 parts of two marks each.
2. Section B consist of 5 questions of 5 marks each. The student has to attempt any 4 questions out of it.
3. Section C consist of 3 questions of 10 marks each. The student has to attempt any 2 questions.

Section – A **(2 marks each)**

Q1. Attempt the following:

a. Machine Language
b. How to add footnotes in MS Word
c. C.P.U
d. Optical Storage
e. Ribbon
f. Hyperlink
g. Complier
h. Disk formatting
i. Inserting a table in MS Word
j. Cells

Section – B **(5 marks each)**

Q2. What do you mean by a Plotter? Explain its types.
Q3. Draw a block diagram of a computer with all the labeling.
Q4. Explain different types of hard disks.
Q5. Write the steps for inserting the objects in a PowerPoint presentation.
Q6. How can we add cells, rows and columns in excel.

Section – C **(10 marks each)**

Q7. Write the steps involved in creating a Macro in MS Word.
Q8. What is a sequential access device? Explain any one along with its advantages and disadvantages.
Q9. What do you mean by a computer? Explain its characteristics. Differentiate between Hardware and software.