## Code No. 180

- Please check that this question paper contains 4 printed pages.
- Code number given on the right hand side of the question paper should be written on the title page of the answer-book by the candidate.
- Please check that this question paper contains 5 questions.
- Please write down the serial number of the question before attempting it.


# BUSINESS DATA PROCESSING <br> (Theory) 

Time allowed : 3 hours
Maximum Marks : 50

Note : All questions are compulsory.

1. Fill in the blanks :
(i) DML stands for $\qquad$ .
(ii) OLE stands for $\qquad$ .
(iii) JPG stands for $\qquad$ .
(iv) RTF stands for $\qquad$ .
(v) MS-Excel is the tool for $\qquad$ management.
(vi) MS-Access is the tool for $\qquad$ management.
(vii) Address of second cell in the worksheet of MS-Excel is $\qquad$ .
(viii) Extension used in VB is $\qquad$ .
(ix) Extension used in Paintbrush file is $\qquad$ .
(x) Extension of worksheet in MS-Excel is $\qquad$ .
(xi) Extension of database in MS-Access is $\qquad$ .
(xii) Events are used in $\qquad$ .
(xiii) Create or Use is used in $\qquad$ package.
(xiv) $\qquad$ is operator used for building complex condition.
2. Multiple choice questions :
(i) Which of the following is not a part of MS-Office ?
(a) MS-Word
(b) MS-Excel
(c) Tally
(d) VB
(ii) Which of the following is not supported by MS-Word?
(a) . RTF
(b). DOC
(c) .TXT
(d) .EXE
(iii) Address of second cell in a worksheet is
(a) C 2
(b) 2
(c) 2 C
(d) None of the above
(iv) Which of the functions is used for building complex condition?
(a) Relation operators
(b) Arithmetic operators
(c) Logical operators
(d) None of the above
(v) Identify the multirow function
(a) Avg
(b) Create
(c) Delete
(d) None of the above
(vi) Active Control is associated with
(a) DOS
(b) VB
(c) MS-Excel
(d) None of the above
(vii) Following is/are a file format :
(a) .dbf
(b) .word
(c) .excel
(d) None of the above
(viii) Following is extension of Paintbrush file:
(a). doc
(b) .pdf
(c) . dbf
(d) None of the above
(ix) JPG is a file format used for
(a) Moving picture compression
(b) Sound compression
(c) Text compression
(d) None of the above
(x) Tuple, Attribute are used in
(a) VB
(b) C language
(c) Database Management Package
(d) None of the above
(xi) VB uses
(a) 1 for true and 0 for false
(b) - 1 for true and 0 for false
(c) 0 for true and -1 for false
(d) None pf the above
(xii) Which field is used to import another document in MS-Access?
(a) Text
(b) OLE
(c) Numeric
(d) None of the above
(xiii) Which of the following is not a DML?
(a) Create table
(b) Insert into
(c) Delete from
(d) Update
(xiv) Many programs use $\qquad$ control on a form to enable the user to enter data.
(a) Text box
(b) Combo box
(c) Date box
(d) All of the above
3. Define the following with example :
(i) Tuple
(ii) Query
(iii) Worksheet
(iv) Relational operator
(v) Attribute
(vi) ComboBox
4. Short questions :
(i) What is a logical operator?
(ii) Give example of a DML.
(iii) Compare Global and Local Variable.
(iv) Define Degree of a Relation.
(v) Explain For next loop.
(vi) What is CommandButton in VB ?
(vii) What is ComboBox in VB ?
(viii) What is the use of day book?
(ix) Explain two types of data in VB.
(x) What do you understand by Macro ?
5. Long questions :
(i) How can MS-Access import MS-Excel worksheet?
(ii) How can we record Macros, run it and assign to Buttons in MS-Excel? .
(iii) What are properties of Reports and Sub-reports? How can Sub-report be linked to Main report in MS-Access ?
(iv) Write a program in VB to generate an even number series upto $\mathrm{n}^{\text {th }}$ term.
(v) Write a function in VB to accept a number in TextBox and arrange number in increasing order.
(vi) Give the output of the following commands in MS-Excel :
(a) MID ("RANU PRIYA", 3,7) RTRIM ("RAM")
(b) LEFT ("TECHNOLOGY", 2)
(c) LEFT ("CYBER LAW", 3)
(d) LEFT ("ITACT2000", 3)
(vii) Define the follpwing functions:
(a) $\mathrm{PV}(\mathrm{)}$
(b) $\mathrm{FV}($ )
(viii) What is Primary Key? Explain with example.
(ix) Compare UPDATE and UPDATE CANCEL.
(x) How can graphics be positioned on a Worksheet?
