B. B. A. (Sem. I) (CBCS) Examination

March - 2021

Office Automation

(Old Course)

Time : **1.30** Hours]   [Total Marks : **35**

Instructions : (1) All questions carry equal marks.

(2) Write any three answers out of six questions.

1 (a) Explain functioning of components of computer using its Block Diagram.

(b) Describe the types of digital computer in detail.

2 (a) Write detailed note on primary memory.

(b) Describe the characteristics of 1st and 3rd generation of computer.

3 Discuss in detail about output devices with example.

4 List input devices used with computer. Explain mouse and touch screen in detail.

5 Describe internet connection methods in detail.

6 Describe Internet Services.

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