

CERTIFICATE IN ENTREPRENEURSHIP

Term-End Examination

June, 2014

CIE-05 : COMPUTER FOR ENTREPRENEURS

Time : 2 hours

Maximum Marks : 50

*Note : (i) Answer any five questions.
(ii) All questions carry equal marks.*

1. "A computer consists of hardware and software". 10
What is the role of hardware in a computer? Why do you need software? List four hardware components and four softwares used in a computer.
2. What are the advantages of using a Word 10
Processor? Why do you need to save a document that you have created using MS-Word? What will happen if you do not save it?
3. You need to create a presentation representing, 10
growth of your organisation in the last decade. This presentation will involve development of many graphs as well as representation of data in tables. Which software(s) will you use for this? Justify your answer. Also write the steps to create the presentation.

4. You need to send a long message along with an attached text file to a group of your clients, what tool will you use (in a computer) to perform this ? Also write the steps to create such a message. 10
5. What is a cell in the context of MS-Excel ? What is the importance of entering formula in Excel ? Explain the steps of entering and editing data and formulas in MS-Excel. 10
6. How can you use computer for generating information that can be used for corporate planning ? Explain with the help of an example. 10
7. What are the advantages of computerised payroll system ? Explain with the help of example(s). 10
8. Explain the following with the help of an example/diagram : 10
- (a) Use of computers in marketing.
 - (b) Advances in computer versus mobile devices.
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