

2025

MBA 1st Semester Examination**MBA****Paper : MBAC409X9****(Computer Applications in Business)****(Practical)****Set - 6****Full Marks : 50****Time : Two Hours***The figures in the margin indicate full marks.***Answer the following questions. 10×4=40**

1. Create your own Bio-data and send the same to 10 companies by using mail merge. 10
2. Create the following table in MS Excel. 10

Employee Code	Department	Basic	DA	HRA	TA	Gross Salar	PF	Insurance	Net Salary
Raj	Acct.	32000							
Rohit	Mkt.	25000							
Anirban	Mkt.	20000							
Akash	Sales	28000							
Sumit	Acct.	20000							
Amit	Mkt.	35000							

(a) Calculate DA as 50% of the Basic.**P.T.O.**

(2)

- (b) Calculate HRA as 20% of the Basic.
 - (c) Calculate TA as 10% of the Basic.
 - (d) Calculate PF as 12% of the Basic and Insurance as 5% of the Basic.
 - (e) Find out the Gross Salary.
 - (f) Find out Net Salary, giving the deduction of PF and Insurance.
3. Create an employee Table in MS Access with following fields for 10 records and create a Form. 10
- Employee Name
- ID Number
- Department Name
- Designation
- Address
- Mobile Number
4. Create a PowerPoint presentation on E-commerce. 10

Viva-voce : 10 Marks
