

**2025**

**MBA 1st Semester Examination**

**MBA**

**Paper : MBAC409X9**

**(Computer Applications in Business)**

**(Practical)**

**Set - 9**

**Full Marks : 50**

**Time : Two Hours**

*The figures in the margin indicate full marks.*

**Answer *all* the questions. 10×4=40**

1. Using the Mail Merge facility in MS-Word, prepare an appointment letter for a Private Limited Company for any five selected candidates, stating their names, residential addresses, phone numbers, and date of joining.
2. The following table shows the average annual temperature and electricity consumption of a city from 2013 to 2025.

**P.T.O.**

| Year | Average Temperature (°C) | Electricity Consumption (Million Units) |
|------|--------------------------|-----------------------------------------|
| 2013 | 28                       | 420                                     |
| 2014 | 29                       | 435                                     |
| 2015 | 30                       | 450                                     |
| 2016 | 31                       | 465                                     |
| 2017 | 32                       | 480                                     |
| 2018 | 33                       | 500                                     |
| 2019 | 34                       | 520                                     |
| 2020 | 35                       | 545                                     |
| 2021 | 34                       | 530                                     |
| 2022 | 33                       | 510                                     |
| 2023 | 32                       | 495                                     |
| 2024 | 31                       | 470                                     |
| 2025 | 30                       | 455                                     |

- Calculate the average temperature and average electricity consumption.
- Compute the Standard Deviation and Variance of both variables.
- Calculate the Coefficient of Correlation between temperature and electricity consumption.

- (d) Estimate the electricity consumption for the year 2023 if the expected average temperature is  $34^{\circ}\text{C}$ .
3. Create a table in MS-Access with database name 'Customer' with the following fields

(a) Cust\_ID (Number), Cust\_Name (Text), City (Text), Order\_Amount (Number)

(b) Insert the following data in the above table :

| Cust_ID | Cust_Name   | City       | Order_Amount |
|---------|-------------|------------|--------------|
| 1001    | J Snow      | Adamsville | 2,50,000     |
| 1002    | T Lannister | Kansas     | 4,67,000     |
| 1003    | A Stark     | Northport  | 3,89,000     |
| 1004    | K Drogo     | Dayton     | 5,10,000     |

- (c) Insert a new column with name Gender (Text) before the column 'City' with row-wise values M, M, F, M respectively.
- (d) Sort the above data set in ascending order with respect to the field 'Order\_Amount'.
- (e) Rename the column name from 'City' to 'Cust\_City'.

P.T.O.

4. You want to avail a Home Loan in the month of March, 2026 amounting to ₹ 15,00,000. The rate of interest is 7.5% per annum. The loan is to be repaid over a period of 15 years on a monthly basis, payable at the end of each month. The first installment is payable at the end of March, 2026.

- (a) Calculate the amount of monthly installment (EMI).
- (b) Show the interest and principal portions of the first four installments, assuming the EMI remains constant.

**Viva-voce 10 marks**

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