

2025

MBA 1st Semester Examination

MBA

Paper : MBAC409X9

(Computer Applications in Business)

(Practical)

Set - 12

Full Marks : 50

Time : Two Hours

The figures in the margin indicate full marks.

Answer *all* the questions.

10×4=40

1. Draft an invitation letter to the alumni of your college, inviting them (at least 5) to an upcoming MBA alumni meet through mail merge facility. 10
2. (a) Create an electronic spread sheet which shows the sales of different products for 5 years. Create column chart for the following data

Department	Q1	Q2	Q3	Q4
Sales	45	50	55	60
Marketing	30	35	32	40
Finance	25	28	30	34
Operations	40	42	43	45
Human Resources	18	20	22	25

P.T.O.

(2)

- (b) Prepare a pie chart for analysis of the following data.

Cetegory	Budget Allocation
Faculty Salaries	120
Infrastructure Development	80
Research and Development	50
Student Activities	40
Library and Resources	30
IT and Software	25
Marketing and Outreach	35
Administrative Expenses	20

5+5

3. Create the following worksheet salary (Enter at least 5 records)

EMP_ID	EMP_NAME	BASIC	DA	HRA	TA	GROSS SALARY	PF	NET SALARY

Calculations are done as follows :

DA-15% of BASIC, HRA 20% OF BASIC and TA 5% of BASIC, GROSS SALARY is BASIC + DA + HRA + TA

PF is 7.5% of BASIC.

NET SALARY is GROSS SALARY - PF. 10

4. Make a PowerPoint presentation on the topic "Entrepreneurship and Innovation in India." No of slide must be 5 and apply theme. 10

Viva-voce : 10 Marks
