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Total Pages : 6

BCAS/103

B.C.A. Ist Semester Examination 2017-18

BUSINESS DATA PROCESSING

Time : Three Hours
Maximum Marks : 80

PART - A

[Marks : 20

Answer all questions (50 words each).

All questions carry equal marks.

PART - B

[Marks : 35

Answer *five* questions (250 words each).

Selecting *one* from each unit. All questions carry equal marks.

PART - C

[Marks : 20

Answer any *two* questions (300 words each).

All questions carry equal marks.

BCAS/103/250

P.T.O.

PART - A

UNIT - I

1. (a) Define data.
- (b) What is data integrity ?

UNIT - II

- (c) Define impersonal accounts.
- (d) Define double entry in accounting conventions.

UNIT - III

- (e) Define database.
- (f) Define DBA.

UNIT - IV

- (g) Define primary key.

- (h) Define alternate key.

UNIT - V

- (i) Define sorting.

- (j) Define filtering.

PART - B

UNIT - I

2. What are the basic task in business data processing ?

Explain it.

3. Explain the classification of business data file.

UNIT - II

4. Explain types of accounts.

5. What are the types of vouchers.

UNIT - III

6. Differentiate between DBMS and RDBMS.

7. Explain the features of Access.

UNIT - IV

8. What is query ? Write the syntax for update, delete and selection query with suitable example.

9. Write short notes on :

(a) Design view

(b) Data sheet view

UNIT - V

10. Write the steps for form creation.

11. Write the steps for report creation.

PART - C

UNIT - I

12. Write short notes on :

(a) File generation

(b) Types of checking

UNIT - II

13. Explain balance sheet with suitable example.

UNIT - III

14. Explain relationship with labeled diagram.

UNIT - IV

15. Write short notes on :

(a) Input masks

(b) Criteria

UNIT - V

16. What is labels ? Write the steps for label creation.