**Pragnya Education Trust’s**

**Pragnya college of management & computer studies,**

**Handewadi, Pune-411060,**

**Examination(2018-2019)**

**Class: B.B.A(CA) Semester I**

**Sub: Modern Operating Environment And MS Office Marks :30M Time : 1hour**

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**All question carry equal mark attempt any three questions**

1. Explain functional Block diagram of computer. CPU, ALU, Memory Unit? Write about bus structure of Digital Computer - Address, data and control bus?
2. Explain what is Primary memory? Write about Memory Concept , Memory cell, memory organization, Semiconductor memory- RAM, ROM, PROM, EPROM?
3. Explain Operating system, Evolution of operating system, Function of operating system Types of operating systems?
4. Explain mail merge feature in Ms-office? Explain how to prepare slide show with animation?

**Sub: Financial Accounting Marks :30MTime : 1hour**

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**All question carry equal mark attempt any three questions**

1. Explain the Distinction between Accounting & Book Keeping? Explain branches of Accounting?
2. Explain Preparation of Trading Account, Profit & Loss Account & Balance?
3. Write about Accounting Policies, Accounting as a measurement Discipline, Valuation Principles, Accounting Estimates?
4. Explain Accounting Standards - Concept, objectives, benefits, Overview of accountingStandards in India?

**Sub: Principles of Programming and Algorithms Marks :30M Time : 1hour**

**All question carry equal mark attempt any three questions**

1. Explain Program development cycle?
2. Write about Time complexity: Big-Oh notation? Write about Performance Analysis for space requirement and speed using Big-Oh notation ?
3. Draw flowchart and write algorithm for addition of 2, 3 dimensional array ?
4. Draw flow chart and write algorithm for Bucket Sort? Write about Sequential and Binary Search?

**Sub: Business Communication Marks :30M Time : 1hour**

1. **All question carry equal mark attempt any three questions**
2. Write Principles of effective communication? Write about Barriers to Communication and its types?
3. Write about Oral Communication-Meaning, Nature, Scope Advantages & Limitations of Personal & Telephonic communication? Explain Non-Verbal Communication -Advantages & Limitations? Write about Silence, Body Language, Signs & Symbols, and Grapevine ?
4. Write a letter Enquiry& order material from a company?

**Sub:Principles of Management Marks :30M Time : 1hour**

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**All question carry equal mark attempt any three questions**

1. Explain the Planning –Meaning ,Need & Importance, types levels –advantages & limitations?
2. Write about Decision making – Types , Process of rational decision making & techniques of decision making.?
3. Explain Leadership – Meaning ,qualities of effective Leadership & functions of leader?
4. Explain Management of change & Disaster Management?