

**BIRLA INSTITUTE OF TECHNOLOGY, MESRA, RANCHI
(MID SEMESTER EXAMINATION SP/2025)**

**CLASS: HMCT
BRANCH: BHMCT**

**SEMESTER : II
SESSION : SP/2025**

SUBJECT: HM24108 BUSINESS COMPUTING

TIME: 02 Hours

FULL MARKS: 25

INSTRUCTIONS:

1. The question paper contains 5 questions each of 5 marks and total 25 marks.
 2. Attempt all questions.
 3. The missing data, if any, may be assumed suitably.
 4. Tables/Data handbook/Graph paper etc., if applicable, will be supplied to the candidates
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		CO	BL
Q.1(a)	Write the significance of Computer in hotel Industry.	[2]	1 2
Q.1(b)	Identify and discuss the important parts of a Computer.	[3]	1 2
Q.2(a)	Distinguish between output and input device of a Computer.	[2]	1 3
Q.2(b)	Write a small essay on the development of Computer.	[3]	1 2
Q.3(a)	Differentiate between Software and Hardware of a Computer.	[2]	1 3
Q.3(b)	Explain the important functions of MS Word.	[3]	2 2
Q.4(a)	Write the full form of the following:- (i) RAM, (ii) CPU, (iii) ERP, (iv) ALU.	[2]	2 1
Q.4(b)	Define mail merge, write the importance and uses in hotel Industry.2	[3]	2 2
Q.5(a)	Write the importance of MS Excel.	[2]	3 2
Q.5(b)	List the various formula applies in MS Excel.	[3]	3 2

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