



AR - 0647

B.C.A. Part - II Semester - IV

**Web Designing and Office Automation  
Paper - 4ST3**

P. Pages : 3

Time : Three Hours

Max. Marks : 60

- Notes :
1. All questions are compulsory.
  2. Each question carry equal marks.
  3. Assume suitable data wherever necessary.

1. a) State and explain the medical and health applications of Information technology. **6**
- b) What are the steps for site planning in Information Technology projects? Explain. **6**

**OR**

2. a) State and explain the applications of IT in society. **6**
- b) Explain the communication trends and techniques used in IT. **6**
3. a) Explain. **6**  
i) Cell ii) Sheet

AR - 0647

1

P.T.O

b) What is chart wizard in excel? Explain. **6**

**OR**

4. a) State and explain formatting tools provided by M.S-excel. **6**

b) Explain. **6**  
 i) Address bar.  
 ii) Formula bar.

5. a) How access can be used with web pages? Explain. **6**

b) State and explain basic database operations in access. **6**

**OR**

6. a) How to Import/Export data in Access? Explain. **6**

b) How security is implemented in MS-Access? Explain. **6**

7. a) What are the basic factors needs to be considered while designing a web page? Explain. **6**

b) State and explain the working of E-commerce. **6**

**OR**

8. a) What is web hosting? Explain. **6**

b) State and explain types of E-commerce models. **6**

9. a) What is text formating in HTML? State and explain different tags used for it. **6**

b) What are the features of MS Visual Interdev? Explain. **6**

**OR**

10. a) Explain. **6**  
 i) <MARQUE>  
 ii) <ALT>  
 iii) <HREF>

b) What are meta tags? Explain. **6**

\*\*\*\*\*