

Jagan Institute of Management Studies
End-Term Examination, December, 2016 – January, 2017
Trimester II – PGDM 2016-18

IT Application in Management
ET_PG_ITAM_2912

Time: 3 Hrs.

M. Marks: 70

INSTRUCTIONS: Attempt any SEVEN questions including Q1 which is compulsory.

- Q 1** Explain the concept of referencing in excel with example? When and why the concepts of referencing in excel is used? Explain. **10**
- Q 2** What advantages the Functions have over formulae and vice versa? Support with example. **10**
- Q 3** Explain with examples how the following are different from each other:
a) Count
b) CountA
c) CountBlank
d) CountIf **10**
- Q 4** What is conditional formatting? Why we use it and what are its advantages? Explain with example. **10**
- Q 5** What are the different types of charts available in excel? Also, explain which one to use when? **10**
- Q 6** What are the features of power point? Explain with usage? **10**
- Q 7** List and explain any four financial functions with syntax and usage? **10**
- Q 8** List and explain five features of MS-Excel? **10**
- Q 9** Explain the following:
a) In what situation rand and rand between functions of excel are used?
b) How paste-special different from paste option in excel?
c) Difference between filters and advance filters? **10**
