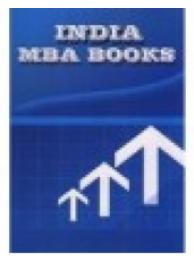
# COMPUTER APPLICATIONS IN MANAGEMENT



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Basics of MS-Office: MS-Word – working with text, tables, checking spelling and grammar, printing a document, mail merge; MS-Excel – working with worksheet, formulas and functions, inserting charts; MS-PowerPoint – working with different views and designing presentation

**Unit-III** 

Internet: Internetworking, Concepts, Internet Protocol Addresses, WWW Pages & Browsing, Security, Internet Applications, Analog and Digital Signals, Bandwidth, Network Topology, Packet Transmission, Long Distance communication, E-mail. **Unit-IV** 

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