

## **FUNDAMENTALS OF DATA MANAGEMENT**

(Answer any two)

Q1 Explain the use of Macros, Mail-merge and Header and footer.

Q2 Discuss the application of the following formulas in Ms Excel

- a) SUM IF
- b) Average
- c) VAR
- d) PV
- e) FV

Q3 What is DBMS? What are the types of queries in DBMS?

Q4 Explain how DBMS is used in the areas of accounting of inventory.

Q5 What is HTML? Discuss how hypertext links are created in HTML.

Instruction

Students are required to submit assignment in Spiral Bound form.

