Roll No. ☐☐☐☐☐☐☐☐☐☐☐☐   **Total No. of Pages : 03**

Total No. of Questions : 06

MBA (PIT)   (Sem.–1)
WORKSHOP ON IT FOR MANAGERS
Subject Code : MBA-107
M.Code : 51187

Time : 3 Hrs.   **Max. Marks : 60**

INSTRUCTIONS TO CANDIDATES :

1. **SECTION-A contains SIX questions carrying TWO marks each and students has to attempt ALL questions.**
2. **SECTIONS-B consists of FOUR questions each carrying TEN marks each and student has to attempt ALL questions.**
3. **SECTION-C is consist of ONE Case Study carrying EIGHT marks.**
4. **All Questions are Compulsory.**

SECTION-A

1. **Write briefly :**

   a. Why Application Software is needed?

   b. What are the features of EPROM?

   c. What are the various versions of Windows operating system?

   d. Why operating system is needed in a computer?

   e. What is the advantage of SUMIF formula in MS-Excel?

   f. What are the special symbols in MS-Word?

SECTION-B

2. Discuss the role and importance of computers in business administration? Explain by citing examples :   (10)

3. How operating systems works as

   a. Resource Manager   (5)

   b. Processor Manager   (5)

4. Write detailed notes on :

   a. Formatting commands in MS-Word (4)

   b. Role of Slide Sorter in MS-Excel (3)

   c. Role of Macro in MS-Excel (3)

5. Write detailed notes :

   a. Role of Central Processing Unit (5)

   b. Components of MS-Office (5)

SECTION-C

6. When the employees who have smartphone and wants to bring it to work and use it on the job is termed as Bring Your Own Device (BYOD). Although BYOD can improve employee job satisfaction and productivity, it also can cause a number of problems. Today, the mobile digital landscape is much more complicated with a variety of devise and operating systems on the market that do not have well-developed tools for administration and security. Android has over 79 percent of the worldwide smartphone market, but it is more difficult to use corporate work than Apple mobile devices using iOS operating system. iOS is considered a closed system and runs only on a limited number of different Apple mobile devices. In contrast. Android's fragmentation makes it more difficult and costly for corporate IT to manage. Android's huge market consumer market share attracts many hackers. Android is also vulnerable because it has open source architecture and comes in multiple versions. If employees are allowed to work with more than one type of mobile device and operating system, companies need an effective way to keep track of all the devices employees are using. To access company information, the company's network must be configured to receive connections from that device. When employees make changes to their personal phone, companies will need to quickly ensure that their employees are still able to remain productive. Firms need an efficient inventory management system that keeps track of which devices employees are using, where the device is located, whether it is being used, and what software it is equipped with. For unprepared companies, keeping track of who gets to what data could be a nightmare. There are significant concerns with securing company information accessed with mobile devices. If a device is stolen or compromised, companies need ways to ensure that sensitive or confidential information isn't freely available to anyone. Mobility puts assets and data at a greater risk than they were located within company walls and on company machines. Companies often use technologies that allow them to wipe data from devices remotely, or encrypt data so that if stolen, it cannot be used. One company that has

successfully impleneted BYOD is Intel Corporation. Intel hammered out a BYOD strategy and created an end-user service level agreement that clarified that end users were voluntarily using BYOD rather than being mandated by Intel. The comapny developed different policies, rules, and access limits for each type of device-smartphone, tablet or laptop with mutiple levels of controls in place. Intel maintains a list of approved devices, if a device does not meet its requirements, it is blocked from the network. Intel has internal app store and uses a variety of software and security tools, including mobile device management software and mobile app management software.

Questions :

a. According to you. list down the possible advantages and disadvantges of allowing employees to use their personal smartphones for work?

b. Discuss Intel's strategy to curb the possible misuse of smartphones at workplace.