বিদ্যাসাগর বিশ্ববিদ্যালয়

VIDYASAGAR UNIVERSITY

B.Com. General Examination 2021

(CBCS)

4th Semester

PAPER—SEC2T & SEC2P

Full Marks : 40

Time : 2 Hours

The figures in the right-hand margin indicate full marks.

Candidates are required to give their answers in their own words as far as practicable.

All questions are of equal marks.

SEC2T : BUSINESS COMMUNICATION

Answer any *two* questions.   2×15

1. (a) Discuss the different types of barriers in communication process.
10

   (b) What are the ways of overcoming barriers in communication ?   5

2. Draft the minutes of the 10th Annual General Meeting of a public limited company.   15

3. Explain the flow of communication in an organization. 15

4. What is project report? How can a business profit from a project report? 15

Answer any *one* question. 1×10

5. (a) What do you mean by Oral Presentation? 2

(b) State the essential characteristics of a standard oral presentation. 8

6. What are the advantages and disadvantages of E-Correspondence? 10

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SEC2T : E-COMMERCE

Group–A

Answer any *one* question. 1×15

1. Distinguish between E-Commerce and M-Commerce. What are the benefits of E-Commerce? 8+7

2. What are salient features of IT Act, 2000? State the penalty provisions of IT Act, 2000.

3. Write a short note on Encryption, sniffing and cyber-vandalism. 5+5+5

Group–B

Answer any *one* question. 1×10

4. What do you mean by digital Signature? What are the mandatory uses of Digital Signature? 5+5

5. Discuss the terms Virus and Antivirus. 5+5

PRACTICAL : SEC2P

Answer any *one* question. 1×15

1. Show the process of activation of net banking of ICICI or SBI through ATM.

2. Show the links of locking a Debit Card with SBI in case of theft or lostcase and also show the process of locking a card. How would you search the bank details like IFSC/MICR/Branch code through online system ?

9+6

3. Show the process of creating account with Amazon. Show the process of "Add to Cart" feature. Show the payment modes available while buying.

7+4+4

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