

B.M.S --- SEMESTER – 3

NAME OF SUBJECT : IT in Business Management

NAME OF FACULTY: Sanjay Gupta

DATE OF ASSIGNMENT GIVEN: 24th Nov. 2020

DATE OF SUBMISSION: 5th Dec. 2020

ASSIGNMENT TOPIC:

Roll Nos. 1- 15 and 61-75 Types of Information Systems

Roll Nos. 16- 30 and 76-90 IT Resources

Roll Nos. 31- 45 and 91-105 Microsoft Excel (Financial functions, etc.)

Roll Nos. 46- 60 and 106-120 Microsoft Word & PowerPoint

INSTRUCTIONS FOR THE ASSIGNMENT/PROJECT IN SUBJECT 1:

Create a presentation based on the above topics.

INSTRUCTIONS FOR THE PRESENTATION/VIVA IN SUBJECT 1:

- ***IT SHOULD BE INDIVIDUAL.***
- ***TIME FOR INDIVIDUAL VIVA/PRESENTATION BETWEEN 3 TO 5 MIN.***
- ***IT SHOULD BE COMPLETED MAX WITHIN 5 LECs. (300 MIN/60 STUD)***
- ***IT SHOULD BE STRICTLY AS PER FOLLOWING SCHEDULE.***
- ***CHANGE IN SCHEDULE OF PRESENTATION/VIVA ALLOWED AT THE PRIOR PERMISSION OF COORDINATOR/ EXAM COMMITTEE.***

ROLL NO	DATE & DAY	DURING TIME OF LEC	EXTRA TIME/REMARK IF ANY
	- NA -		



Signature: Faculty



Signature: Coordinator