Computer Application In Management - UPTU

By Deepshikha Aggarwal,Deepti Sharma

Ane Books Pvt. Ltd, 2011. Softcover. Book Condition: New. The book has been designed to provide the budding managers an insight into Information Technology basics and make them familiar with the working of Microsoft Office. It also covers basics of computer networks, E-Commerce and Database Management Systems, which makes this book suitable for students of MBA,BBA,BBA-CAM and other management courses in various institutes and universities. Salient features ? Covers fundamentals of computers and MS-Office 2007 suite (World, Excel and Power-Point) ? Presents the fundamental concepts of computers and information technology in an interesting, logical and informative manner. ? Covers topics such as computer networks and DBMS. ? Contains numerous diagrams for better understanding ? Has Review Questions to test the understanding of the materials presented in the chapters. Contents 1. Introduction to Computers 2. Input and Output Devices 3. Computer Memory and Storage 4. Computer Networks 5. Database Management Systems 6. Microsoft Word 7. Microsoft Excel 8. Microsoft PowerPoint 9. E-commerce Printed Pages: 176.

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