



LALA LAJPATRAI COLLEGE OF COMMERCE & ECONOMICS (AUTONOMOUS)

**AFFILIATED TO UNIVERSITY OF MUMBAI
NAAC ACCREDITED - 'A' GRADE (CGPA-3.20)**

Lala Lajpatrai Marg, Mahalaxmi, Mumbai - 400 034. Tel.: 2354 8240 / 2354 8241
E-mail : principal@lalacollege.edu.in | principal.llc@gmail.com | Website : www.lalacollege.edu.in

Date: 06.10.2026

NOTICE

SENIOR COLLEGE

F.Y. B. COM SEMESTER I

COMPUTER APPLICATION – I

ATKT PRACTICAL EXAM OCTOBER 2026 (EXTERNAL COMPONENT)

All students of who have failed or remained absent in Semester I Computer Application – I practical examination are hereby informed that their Semester I ATKT practical examination will be conducted on 28.10.2026 at 10.30 am in fourth floor computer lab.

Questions for the assignment are attached here-below.

Nimesh G. Punjani

(Subject Teacher)



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FYBCOM SEM I ATKT COMPUTER PRACTICAL EXAMINATION (EXTERNAL COMPONENT)

Instructions for preparation of the journal

- 1) Answers along with the questions are to be written on A4 size blank pages
- 2) Answers along with the questions are to be written only on one side of the page.
- 3) Journal should be spiral bound
- 4) First page of the journal should contain the student's information like name, roll number, class, division, year, semester along with the name of the college.
- 5) Second page should be the index.
- 6) Solution for the questions to be written step wise as discussed in classroom.
- 7) **Journal should be hand written only.**
- 8) **Hard copy of the journal to be submitted during the practical exams.**

Practical 1 (Calculation of sum, average, percentage)

Prepare a worksheet in excel containing name of the student and marks in five subjects for five students. Calculate the total marks, average marks and percentage obtained by each student.

Practical 2 (Calculation of Average of best 4 subjects out of 5 subjects) Prepare a worksheet in excel containing name and marks in five subjects for ten students. Calculate the average marks were is to be taken as best of four out of five. Also calculate the highest marks in each subject.

Practical 3(Calculation of salary, da, hra, net salary)

Prepare a worksheet in excel containing name of the employee and basic monthly salary for Twenty employees. Calculate the annual salary, hra where hra is 65 % of annual salary, da where da is 45% of annual salary, total salary as sum of annual salary, da, hra, tax as 40% of total salary and net salary as total salary – tax.

Practical 4(Calculation of salary, da, hra, net salary using functions)

Prepare a worksheet in excel containing name of the employee and basic monthly salary for ten employees. Calculate the annual salary, hra where hra is 33 % of annual salary or 35,000 whichever is less, da where da is 85% of annual salary or 45,000 whichever is more, total salary as sum of annual salary, da, and hra.



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Practical 5(Tax calculation using nested if.)

Prepare a worksheet in excel containing name of the five employee's and monthly gross pay. Calculate annual income and income tax.

Annual Income	Income tax
First 1.5 lakh	8 %
Next 2.5 lakhs	12 %
Excess	15 %

Practical 6(Result Calculation using nested if.)

Prepare a worksheet in excel containing name of the student and marks in four subject for 10 students. Write the steps to compute total marks and grade in column F and G as per the following criteria.

Total Marks	Grade
≥ 295	A+
< 295 but ≥ 265	B+
< 265	C+

Practical 7(Filtering of data.)

The following data has been entered in a worksheet.

	A	B	C	D
1	CNO	NAME	PHONE	BALANCE
2	4	KAPPOR	2564789	60000



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3	101	DEEPAK	5689725	20500
4	112	KULKARNI	4895762	35000
5	88	SAAM	5479256	38500
6	49	RAJA	2547893	45050
7	54	CLARA	2479562	49560

Write steps to do the following:

- Display the data for Balance less than 39000
- Display the data where names ends with K
- Display the data where the name different from "CLARA"
- Display the data where the balance is less than 20000 but more than 15000
- Display the data where the name contains the letter E

Practical 8(Graphical representation of data)

	A	B	C	D
1	PRODUCT	2024	2025	2026
2	LUX	225	275	195
3	CINTHOL	325	425	385
4	PEARS	250	350	175
5	DOVE	575	600	450

For the above worksheet in excel write steps

- To calculate the total in B6, C6 & D6.
- To construct pie chart for the year 2021
- To construct 3-D Bar diagram for the total.
- To construct a line diagram for the years 2020 and 2022.