

Assignments
Bachelor of Business Administration
(Through Distance Education)

BBA I Year

Session: 2016-17



Directorate of Distance Education
Guru Jambheshwar University of Science & Technology
Hisar

Compiled by
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BBA Programme, DDE, GJUS& T

Programme: BBA I Year

Course: Foundations in Management and Organization Behaviour

Code: BBA-101

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

ASSIGNMENT I

- Q1. Explain various schools of management thoughts? Explain the functions of management?
- Q2. Describe the steps involved in planning process? What are the various planning objectives?
- Q3. Write notes on the following:
(a) Delegation of Authority (b) Leadership

ASSIGNMENT II

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

- Q1. What is the importance of communication in an organization? Describe various communication barriers.
- Q2. What is personality? Heredity determines personality.
(a) Build an argument to support this statement and
(b) Build an argument against this statement.
- Q3. Differentiate leadership and management. Describe managerial grid of leadership.

ASSIGNMENT-I

Programme : BBA

Year : Ist

Course: Business Environment

Code: BBA-102

Total Marks=15

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

1. What do you understand by Negotiable Instruments? Discuss various types of Negotiable Instruments used in India? How these Negotiable Instruments are useful in Banking Sector? What are the legal safeguards mentioned by Government for these Negotiable Instruments?

2. What is Technological Environment? How Government policies affect Business? Justify your views with current scenario of technology in India. What are the risks associated with technology in India?

3. “Indian Economy is transforming”? Justify the statement in the light of recent reforms in Indian economy.

ASSIGNMENT-II

Programme : BBA

Year : Ist

Course: Business Environment

Code: BBA-102

Total Marks=15

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

1. What do you understand by Corporate Social Responsibility of Business? What are the mandatory requirements for Corporate Social Responsibilities in India?

2. What is Business Environment? Critically evaluate micro and macro business environment giving special emphasis on the current business scenario in India.

3. What are components of Indian Financial System in India? Discuss the characteristics of Indian Financial System.

Programme: BBA I Year

Course: Business Economics

Code: BBA-103

ASSIGNMENT I

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

Q1. Differentiate Economics and Business Economic? Explain the role of Business Economics in managerial decisions.

Q2. Illustrate the concept of elasticity of demand? Why the price elasticity of demand negative and income elasticity of demand is positive?

Q3. Explain the law of Variable proportion? Illustrate various stages of this law with the help of a Table and Diagram?

ASSIGNMENT II

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

Q1. Explain the concept of Average Revenue, Marginal Revenue, and Total Revenue? How these curves help to understand elasticity of demand?

Q2. Write short notes on the following:

- (a) Demonetization and its impact
- (b) Long run Production function
- (c) GDP

(d) Inflation

Q3. Critically evaluate the risk and uncertainty involved in different investment avenues.

Programme: BBA I Year

Course: Financial Accounting

Code: BBA-104

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 mark. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

ASSIGNMENT I

- Q1. Explain the meaning of accounting concepts and conventions? Describe the basic concepts of accounting with the help of suitable example?
- Q2. Is Trial Balance is merely a proof of 'Arithmetical Accuracy'? Explain the errors which are not disclose by a Trial Balance?
- Q3. Define Single Entry System? Prepare total debtors accounts with imaginary figures?

ASSIGNMENT II

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

- Q1. Discuss the important of Inventory Valuation Methods? What are the various methods of inventory valuation?
- Q2. Critically analyse various method of Depreciation?
- Q3. 'X' drawn three bills on 'Y' for Rs.3000, rs.4000, Rs.5000 respectively. He kept the first bill endorsed the second bill to 'A' and discounted the third bill for Rs.4800. All the three bills were dishonored maturity. 'Y' accepted the new bill for the amount due plus Rs.500 for interest. This bill was paid on maturity. Make the journal entry in the books of 'X' 'Y' 'A'.

Programme: BBA I Year

Course: Business Mathematics

Code: BBA-105

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

ASSIGNMENT I

Q1. (a) Ram sold two pens Rs. 40 each. He sold one at a loss of Rs. 15%. and other at a gain of 15%. Find his total loss or gain percent.

(b) In how many years will a sum of money double itself at 15% per year simple interest.

(c) A 10 Rs. Face value share of a company is quoted at Rs. 40 in the market. How much does Mohan pay to purchase 600 shares of this company, if the brokerage 17%?

Q2. Simplify the following:

(i) If $a^2 + b^2 = 7ab$ then prove that $2\log(a+b) = \log a + \log b + 2\log 3$.

(ii) If $x = \sqrt{3} - \sqrt{2} \div \sqrt{3} + \sqrt{2}$ $y = \sqrt{3} + \sqrt{2} \div \sqrt{3} - \sqrt{2}$ find the value of $(x+y)^2$

(iii) If $2x^2 - y^2 = -17$ then find the values of x and y
And $3x^2 + 2y^2 = 62$

Q2. Find the sum of first fifteen terms in AP

(i) where $a = -5.2$ $d = (-3.5)$

(ii) $\log(mn)^p = ?$

(iii) The price of a moter bike is Rs. 35000 and can be sold for Rs. 8000 after 10 years determine the value of motorbike after 6 year assuming the value is depreciated linearly.

Q3. Solve the following system of equations:

$$\begin{aligned} \text{(i)} \quad & x_1 + 2x_2 - 3x_3 = 5 \\ & 3x_1 - x_2 + 2x_3 = 3 \\ & 2x_1 - 2x_2 - 3x_3 = 2 \end{aligned}$$

ASSIGNMENT II

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

- Q1. (a) Definition of set and its notation with e.g. $S = \{p, q, r, s, t, u\}$
 (b) $A = \{p, q, r, s, t\}$ $B = \{u, q, s, t\}$ Find $(A * B)$, $(A \cup B)$
 (c) Find inverse function of $y = x - 1 \div x + 1$

- Q2. (a) $\lim_{x \rightarrow a} (\sqrt{a+x} - \sqrt{a-x})$, $x = a$, find limit of the function.
 (b) Find dy/dx where $y = x(\sin(a \sin^{-1}x))^2$
 (c) Integration of $2x + 5 \div x^2 + 5x + 9$ w.r.t. x
 (d) Determine whether the functions are continuous or not $y = x^2 + 4 \div x + 2$ at $x = 2$

Q3. (a) Weight (lbs.):

410-419	420-429	430-439	440-449	
	450-459	460-469	470-479	
No. of students:	14	20	42	52
	18			7
				4

Find mean, median, mode and S.D. of the above data.

ASSIGNMENT-I

Programme : BBA
Course: English Language

Year : I

Code: BBA-106
Total Marks=15

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

1. Fill in the blanks with correct form of the verbs
 - a. He _____ (read) the news paper daily.
 - b. Harish's bicycle was _____ (steal) last week.
 - c. Have you _____ (finish) your work yet.
 - d. We _____ (see) a very good film yesterday.
 - e. The train _____ (arrive) at 8.30 in the morning.

2. Change the following sentences from active to passive voice
 - a. Everyone loves him.
 - b. He scored thirty runs.
 - c. Manners reveal character.
 - d. Madhu has broken the window.
 - e. I have sold my bicycle.

3. Fill in the blanks with appropriate prepositions
 - a. He is _____ London these days.
 - b. I have been waiting for you _____ 4 O'clock.
 - c. There is a lot of difference _____ good and bad.
 - d. I will start my work _____ 10 O'clock in the morning.
 - e. He jumped _____ the river.

**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY,
HISAR
DIRECTORATE OF DISTANCE EDUCATION
ASSIGNMENT-II**

Programme : BBA
Course: English Language
Total Marks=15

Year : I
Code: BBA-106

Important Instructions

Attempt all the three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

1. Write an essay on “Impact of Demonetization on Indian Economy”.
2. Write a letter to the Manager of Pizza Hut to complain about poor food quality. You can make suitable assumptions.
3. Give the antonyms for the following words
 - a. Blunt
 - b. Artificial
 - c. Famous
 - d. Ordinary
 - e. Cheap

ASSIGNMENT-I

Programme : BBA (Ist Year)

Course: Computer Awareness

Code: BBA-107

Total Marks=15

Important Instructions

Attempt all three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plane white A 4 size paper is to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

Q.1 Write an introduction to spreadsheet package. Elaborate some formulas, functions in a spreadsheet which are helpful in business decision making.

Q. 2. Define Data Base Management System. Elaborate the relevance and practical uses of DBMS in the organisations.

Q. 3. List out the various computer generations along with the key characteristics of each generation. Discuss the use of computers in automobile industry.

ASSIGNMENT-II

Programme : BBA (Ist Year)

Course: Computer Awareness

Code: BBA-107

Total Marks=15

Important Instructions

Attempt all three questions from the assignment given below. Each question carries 5 marks. All questions are to be attempted in legible handwriting on plain white A 4 size paper is to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

Q.1. What is spreadsheet software? Elaborate basic functions of spreadsheet. How it helps the managers in business decision making.

Q.2. Write key features of computer generations. Discuss the uses of computers in an organisation. Elaborate some methods to save computers from computer viruses.

Q.3 Elaborate the characteristics, and utilities of a Data Base Management System.