

Assignments
Master of Business Administration
(Through Distance Education)
(Odd Semester)
MBA I Semester

Session: 2017-18



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

Compiled by

Dr. Sanjay Tiwari

Course Co-ordinator

MBA Programme, DDE, GJUS& T

GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR
DIRECTORATE OF DISTANCE EDUCATION

ASSIGNMENT-I

Programme : MBA

Semester : I

Course: Management Process and Organization Behaviour

Code: CP-101

Total Marks=15

Important Instructions

- i. Attempt all three questions from the assignment given below. Each question carries 5 marks.
- ii. 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. Discuss various theories of management with special reference to scientific school of management. Which theory is better in terms of feasibility and pragmatism? Justify by illustrating live examples from the current business situations.

Q.2. Visit any business organization in your vicinity and chalk out a list of activities related to planning? Also elaborate the relationship of planning with decision making.

Q.3. Do you think that recent leadership change in Infosys is a question of governance? Comment on this case of leadership change in Infosys in view of corporate governance.

ASSIGNMENT-II

Programme : MBA

Semester : I

Course: Management Process and Organization Behaviour

Code: CP-101

Total Marks=15

Important Instructions

- i. Attempt all three questions from the assignment given below. Each question carries 5 marks.
- ii. 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. From the web-sites or any authentic source, make a diagrammatic presentation of the types of organizational structures of any four listed companies of your own choice. How organizational culture and climate affect the image of an organization? Illustrate.

Q.2. Explain various emerging issues of Corporate Social Responsibility (CSR) in Indian context? Compare and critically comment on the practices of real life CSR activities of any two companies listed in either BSE or NSE.

Q.3. As a manager of an organization how would you overcome the problem of performance decline? Do you think that leadership plays an important role in solving the problems related to lower performance of workers?

GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR

DIRECTORATE OF DISTANCE EDUCATION

Programme : MBA

Semester : I

Course: Managerial Economics

Code: CP-102

Total Marks=15

Important Instructions

- i. Attempt all three questions from the assignment given below. Each question carries 5 marks.
- ii. 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.

Assignment 1

1. Define elasticity of demand? What are the factors affecting elasticity of demand? Discuss the significance of elasticity of demand in business.
2. Explain various types of cost curves in short period with the help of suitable examples .Explain the relationship between AC and MC.
3. Define income effect. What are its types? Explain Hicksian substitution effect with the help of diagram.

GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR

DIRECTORATE OF DISTANCE EDUCATION

ASSIGNMENT-II

Programme : MBA

Semester : I

Course: Managerial Economics

Code: CP-102

Total Marks=15

Important Instructions

- i. Attempt all three questions from the assignment given below. Each question carries 5 marks.
- ii. 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.

Assignment -II

1. What are the features of perfect competition? Explain equilibrium of firm under perfect competition in short period.
2. What are the objectives of fiscal policy? Discuss the instruments of fiscal policy.
3. Define inflation. Discuss its types. What are the causes of inflation in India?

GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR

DIRECTORATE OF DISTANCE EDUCATION

ASSIGNMENT-I

Programme : MBA

Semester : I

Course: Environment Management

Code: CP-103

Total Marks: 15

Important Instructions

- i. Attempt all three questions from the assignment given below. Each question carries 5 marks.
- ii. 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. What do you understand by sustainable development? Discuss the impact of development on business in Indian context.

2 What is environmental accounting? Discuss the implications of environmental accounting in industries in India.

3 Explain various pollution control mechanism in industries. Also discuss solid waste management being carried out in any industry in your vicinity.

ASSIGNMENT-II

Programme : MBA

Semester : I

Course: Environment Management

Code: CP-103

Total Marks: 15

Important Instructions

- i. Attempt all three questions from the assignment given below. Each question carries 5 marks.
- ii. 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.Explain the role of business schools in environment management.

Q.2. What is energy management? Discuss various methods of saving energy in industries.

Q.3.Discuss the concept and applications of Environment Management System (EMS)?
Elaborate the EMS standards being followed in any company in India.

GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR

DIRECTORATE OF DISTANCE EDUCATION

ASSIGNMENT-I

Programme : MBA

Semester : I

Course: Accounting for Managers

Code: CP-104

Total Marks=15

Important Instructions

- iii. Attempt all three questions from the assignment given below. Each question carries 5 marks.
- iv. 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 What do you understand by Generally Accepted Accounting Principles? Distinguish between accounting concepts and accounting conventions. Also explain the accounting conventions in detail.
- Q. 2 Why there is need of preparation of Financial Statements? Also explain the importance and limitations of financial statements in detail.
- Q. 3 Write notes on the following:
 - i) Inventory Valuation
 - ii) Depreciation

GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR

DIRECTORATE OF DISTANCE EDUCATION

ASSIGNMENT-II

Programme : MBA

Semester : I

Course: Accounting for Managers

Code: CP-104

Total Marks=15

Important Instructions

- i. Attempt all three questions from the assignment given below. Each question carries 5 marks.
- ii. 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 What do you mean by Management Accounting? How it differs from Financial Accounting? Also explain the uses and tools of Management Accounting in detail.

Q. 2 What do you mean by Budgetary Control? Discuss the process, advantages and limitations of Budgetary Control in detail.

Q. 3 Write notes on the following:
i) Performance Budgeting v/s Zero Base Budgeting
ii) Marginal Costing v/s Absorption Costing

GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR

DIRECTORATE OF DISTANCE EDUCATION

ASSIGNMENT-I

Programme : MBA

Semester : I

Course: Business Communication

Code: CP-105

Total Marks=15

Important Instructions

Attempt all three questions from the assignment given below. All questions are to be attempted in legible handwriting on plain white A 4 size papers and handed over for evaluation to the Directorate of Distance Education. Each question carries 5 marks and the total marks are 15.

1. If you are communicating with the Customer Care Executive of a mobile service provider, explain the various components of communication process during that conversation.
2. Mention five types of communication barriers you face in your daily life. Explain how each of such situations create a communication barrier?
3. You have visited a famous restaurant of your city with your friends. You found the quality of food is not upto the mark. Write a letter to the manager of the restaurant, complaining about the issue.

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DIRECTORATE OF DISTANCE EDUCATION

ASSIGNMENT-II

Programme : MBA

Semester : I

Course: Business Communication

Code: CP-105

Total Marks=15

Important Instructions

Attempt all three questions from the assignment given below. All questions are to be attempted in legible handwriting on plain white A 4 size papers and handed over for evaluation to the Directorate of Distance Education. Each question carries 5 marks and the total marks are 15.

ASSIGNMENT-II

1. Suppose you have to address a shareholders meet. Mention the do's and don'ts while preparing for the public speech.
2. Suppose you are appearing for a personal interview. Which important areas of non verbal communication you will keep in mind.
3. Provide a format for a Sales Report.

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ASSIGNMENT-I

Programme : MBA

Semester : I

Course: Computer Applications in Management

Code: CP-106

Total Marks=15

Important Instructions

Attempt all three questions from the assignment given below. All questions are to be attempted in legible handwriting on plain white A 4 size papers and handed over for evaluation to the Directorate of Distance Education. Each question carries 5 marks and the total marks are 15.

1. What is a topology? Describe various types of topology? Describe various types of topologies? Give reasons that led to the development and popularity of LANs. What are the advantages of Bus topology and Ring topology?
2. What is the difference between analog and digital computers? Classify computers on the basis of their technology. Differentiate between RAM and ROM?
3. Differentiate between twisted pair and coaxial cable. Write a short note on fiber optic cables. Describe the function of transport layer in OSI model.

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DIRECTORATE OF DISTANCE EDUCATION

ASSIGNMENT-II

Programme : MBA

Semester : I

Course: Computer Applications in Management

Code: CP-106

Total Marks=15

Important Instructions

Attempt all three questions from the assignment given below. All questions are to be attempted in legible handwriting on plane white A 4 size papers and handed over for evaluation to the Directorate of Distance Education. Each question carries 5 marks and the total marks are 15.

1. What is computer software? Describe its various types. Name some general purpose application software. What are characteristics of computer generations? Differentiate between compiler and Interpreter?
2. Write your Bio-Data in MS-Word. Prepare a business letter to you customer promising to attend to his complaint immediately. Use page setup, formatting features, etc.
3. Prepare a table in which the budget comparison of three years is made. Explain various types of charts available in MS-Excel. Which types of files can be imported and exported from MS-Excel?

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LAST DATE OF SUBMISSION OF ASSIGNMENTS

Last Date of submission of Internal Assignment		
Odd Semester	Even Semester	Annual System
<i>31st December every year</i>	<i>31st May every year</i>	<i>31st May every year</i>

NOTE:

The Students have will to submit two internal handwritten assignments of each theory paper carrying 15 marks each in the stipulated time period mentioned above. Assignments will be available on University website.

Further, in any case a student is not able to submit the internal assessment within the stipulated time then he/she can submit the assignment with a fine of Rs. 500/- upto 10 days before commencement of theory examination. Thereafter, a lump sum fine of Rs. 1000/- will be charged for late submission of assignment upto one month of the last theory paper of the concerned semester/ year.

After that the assignment will not be accepted and the student will be treated as ***ABSENT*** in internal marks However, on the genuine request/ grounds the Director (DE) on the recommendations of the concerned Course- Co-ordinator may allow the candidate to re-submit the assignment with a fine of Rs. 2000/- upto 20 days after declaration of the result of their examination. ***No request for re-evaluation of internal assignment will be considered.***