

B.B.A. Sem-I (CBCS 2019 Course) For SDE/  
Reg → **BACHELOR OF BUSINESS ADMINISTRATION (CBCS - 2018 COURSE) B.B.A.**  
**Sem-I: WINTER- 2019**  
**SUBJECT: BUSINESS ENGLISH - COMMUNICATION (UE )**

Wednesday 13-11-2019  
02:00 PM-05:00 PM

21519/W-18807-2019  
Max. Marks: 60

**N.B.**

- 1) Attempt **ANY THREE** questions from Section - I and **ANY TWO** questions from Section - II
- 2) Figures to the right indicate **FULL** marks.
- 3) Answer to both the section should be written in **SAME** answer book.

**SECTION – I**

- Q.1** Define the term 'Communication' and explain its importance in the modern business world. (10)
- Q.2** Enlist the advantages and disadvantages of verbal communication. State the essentials of effective oral communication. (10)
- Q.3** 'Non-verbal communication speaks louder than words.' Justify this statement in your opinion with appropriate illustrations. (10)
- Q.4** Explain the various barriers to listening and the measures to overcome them. (10)
- Q.5** Write Short Notes on **ANY TWO** of the following: (10)
- 1) Seven C's of communication
  - 2) Steps for better reading
  - 3) Qualities of a skilful presenter

**SECTION – II**

- Q.6** As an event management company, you have received a complaint from the customer about the rude behavior of your staff. On investigation it was found that the complaint was true. Draft a letter of adjustment to the customer's claim. Make necessary assumptions. (15)
- Q.7** As a manager of a bank, draft a sales letter to your customers promoting a new credit card launched by your bank. (15)
- Q.8** You are asked to express your thoughts in a farewell party organized by your college. Draft an appropriate farewell speech for the occasion. (15)

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BBA Sem-I (2019 Course) SDE common for  
BACHELOR OF BUSINESS ADMINISTRATION (CBCS - 2018 COURSE) B.B.A.  
Sem-I: WINTER- 2019

SUBJECT: BUSINESS ORGANIZATION & SYSTEMS (UE )  
(Common for BPM Sem-I 2018 Course)

Friday 15-11-2019

02:00 PM-05:00 PM

W-21520/ W-18808-2019

Max. Marks: 60

N.B.:

- 1) Attempt **ANY THREE** questions from Section-I and **ANY TWO** questions from Section-II.
- 2) Answer to both the section should be written in **SAME** answer book.
- 3) Figures to the right indicate **FULL** marks.

**SECTION-I**

- Q.1** What do you mean by business? Explain the scope objectives of business in details. (12)
- Q.2** Explain sole proprietorship business firm with it's merits and demerits. (12)
- Q.3** State the role of following factors in starting new business enterprise: (12)
- |                   |               |
|-------------------|---------------|
| a) Suppliers      | c) Technology |
| b) Human resource | d) Finance    |
- Q.4** Explain various types of channels of distribution and their importance. (12)
- Q.5** Write short notes on **ANY TWO** of the following: (12)
- a) Joint Hindu Family Business
  - b) Stock exchange and produce exchange
  - c) Articles of Association

**SECTION-II**

- Q.6** Discuss in detail the impact of globalization on the Indian economy. (12)
- Q.7** What are the advantage and disadvantages of multinational corporation for a host country? List out any five MNC's operating in India. (12)
- Q.8** What is internal Trade? Explain the difference between internal trade and external trade with suitable example. (12)

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(Common for Reg.(2018 & SDE (2019 course))  
BBA/BBA.(B.P.M.)/2018 course CBCS/BBA.(2019 course SDE)  
Sem-I: WINTER- 2019  
SUBJECT: MICRO ECONOMICS (UE )

Monday 18-11-2019  
02:00 PM-05:00 PM

20317/21521/W-18809-2019  
Max. Marks: 60

**N.B.:**

- 1) Attempt any **THREE** questions from section –I. Each question carries 12 marks.
- 2) Attempt any **TWO** questions from section –II. Each question carries 12 marks.
- 3) Answers to both the sections should be written in **SAME** answer book.
- 4) Draw neat labelled diagrams **WHEREVER** necessary.

**SECTION-I**

- Q.1** Give the meaning, nature and scope of Business Economics. (12)
- Q.2** Explain the Law of Diminishing Marginal Utility. (12)
- Q.3** Write a note on Economies and Diseconomies of scale. (12)
- Q.4** Compare Perfect competition with Monopoly. (12)
- Q.5** Write short notes on any **TWO** of the following: (12)
- a) Functional relationships
  - b) Changes in Demand
  - c) Opportunity Cost

**SECTION-II**

- Q.6** Define Rent. Explain Modern theory of rent. (12)
- Q.7** Explain the Role of Trade Union and Collective Bargaining in wage determination. (12)
- Q.8** What is Oligopoly? Describe its features. (12)

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**BACHELOR OF BUSINESS ADMINISTRATION (CBCS - 2018 COURSE) B.B.A./**

**(B.P.M.) Sem-I: WINTER- 2019**

**SUBJECT: BUSINESS ACCOUNTING (UE )**

**(Common for SDE 2019 Course Sem-I)**

Wednesday 20-11-2019

02:00 PM-05:00 PM

21522 / W-18810-2019

Max. Marks: 60

**N.B.**

- 1) Attempt **ANY THREE** questions from Section – I and **ANY TWO** questions from Section – II.
- 2) Figures to the **right** indicate **full** marks.
- 3) Both the sections should be written in **same** answer book.

**SECTION – I**

- Q.1** Define Financial Accounting. Explain the objectives of Financial Accounting. (12)
- Q.2** Explain the Accounting Concepts and Conventions in details. (12)
- Q.3** What do you mean by depreciation? Explain in details Written Down Value method of charging depreciation. (12)
- Q.4** Explain the following with a format and example (12)
- a) Purchase Book
  - b) Ledger.
- Q.5** Write short note on **ANY THREE** of the following. (12)
- a) Balance Sheet
  - b) Users of Financial Statement
  - c) Types of Accounts
  - d) Accounting Standards

**SECTION – II**

- Q.6** From the following Trial Balance and given information, prepare Trading and Profit and Loss Account for the year ended 31/03/2017. (12)

Particulars	Debit Rs.	Particulars	Credit Rs.
Purchases	11,870	Capital	8,000
Debtors	7,580	Bad Debts recovered	250
Return Inwards	450	Creditors	1,250
Bank deposit	2,750	Return outwards	350
Rent	360	Bank overdraft	1,570
Salaries	850	Sales	14,690
Travelling exps.	300	Bills Payable	1,350
Cash	210		
Opening stock	2,450		
Discount allowed	40		
Drawings	600		
<b>Total</b>	<b>27,460</b>		<b>27,460</b>

Adjustments :

- 1) The closing stock on 31/3/2017 was Rs. 4,200/-.
- 2) Rent outstanding Rs. 90/-.
- 3) Write off Rs. 80/- as Bad debts

**Q.7** Journalize the following transaction.

**(12)**

<b>2018</b>	
April 1	Mr. 'X' commenced business with cash Rs. 80,000/-
April 4	He purchased furniture for Cash Rs. 32,000/-
April 5	Bought goods for cash from Mr. 'Y' Rs. 24,000/-
April 8	Purchased goods from Mr. 'Z' Rs. 40,000/-
April 10	He Brought in further Capital Rs. 10,000/-
April 11	Rent due but not paid Rs. 520/-
April 15	Withdrew cash for personal use Rs. 500/-

**Q.8** Enter the following transaction in the three columns Cash Book and balance the Cash Book.

**(12)**

<b>2017</b>	
Feb. 1	Cash in hand Rs. 100 and at bank Rs. 8,000/-
Feb. 2	Received a cheque from Rakesh for Rs. 2,000/- allowed him discount Rs. 120/-
Feb. 3	Withdrew Rs. 500 from bank.
Feb. 4	Sold goods to Mohan for Cash Rs. 1,100/-
Feb. 5	Bought goods for Rs. 2,000/- and paid by cheque for them.
Feb. 6	Paid to Shyam & Co. Rs. 300/-. Discount allowed to us Rs. 10/-.
Feb. 7	Withdrew from Bank for personal use Rs. 1,000/-

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Reg. (2018 Course) + SDE (2019 Course)  
**BACHELOR OF BUSINESS ADMINISTRATION (CBCS - 2018 COURSE) B.B.A./**  
**B.B.A. B.P.M. Sem-I: WINTER- 2019**

**SUBJECT: FOUNDATION OF MATHEMATICS & STATISTICS (UE )**  
**common for B.B.A. (2019 Course) For SDE.**

Friday 22-11-2019  
02:00 PM-05:00 PM

21523/

W-18811-2019  
Max. Marks: 60

**N.B.**

- 1) Attempt any **THREE** questions from Section – I and any **TWO** questions from Section – II.
- 2) Figures to the right indicate **FULL** marks.
- 3) Use of non-programmable **CALCULATOR** is allowed.
- 4) Use graph paper **WHEREVER** necessary.
- 5) Answers to both the sections should be written in **SAME** answer book.

**SECTION – I**

- Q.1** a) A gain of 15% was made by selling an article for ₹ 175. What would have been the percentage gain? If it were sold for ₹ 190? **(06)**
- b) Mr. Joshi has borrowed a certain sum at 6% interest per annum and immediately sent the same to another person at 8% interest per annum. He gained ₹ 120 in 6 months. What is the sum Mr. Joshi has borrowed? **(06)**
- Q.2** a) If  $A = \begin{bmatrix} 1 & 2 & 1 \\ 4 & 0 & 2 \end{bmatrix}$ ,  $B = \begin{bmatrix} 3 & -4 \\ 1 & 5 \\ -2 & -2 \end{bmatrix}$  **(06)**  
Then, find AB and BA if they exists.
- b) If  ${}^{m+n}P_2 = 56$ ,  ${}^{m-n}P_2 = 12$ . Find m and n. **(06)**
- Q.3** a) Prepare frequency distribution for the following data by taking appropriate class width. **(06)**  
CGPA of 35 students:  
3.8, 4.5, 6.6, 7.8, 5.5, 6.6, 7.8, 8.9, 9.1, 6.8, 6.2, 4.0,  
6.6, 4.8, 5.2, 3.8, 8.3, 6.8, 7.2, 6.8, 8.6, 8.8, 6.1, 6.7,  
8.1, 7.2, 6.8, 8.3, 6.8, 6.8, 6.0, 5.8, 4.6, 3.0, 7.2.
- b) Solve the linear system **(06)**  
 $3x + 4y = -6$   
 $5x - 3y = 15$
- Q.4** a) A trader gives 20% trade discount and 10% cash discount. If the list price of an article is ₹ 400, what will be its selling price? **(06)**
- b) Define Annuity and discuss their types in brief. **(06)**

P.T.O.

- Q.5** Write short notes on ANY TWO: (12)
- a) Ogive curves
  - b) Population and Sample
  - c) Concept of Brokerage

**SECTION – II**

- Q.6** a) Find  $(AB - (A + B))$ . If  $A = \begin{bmatrix} 1 & 2 \\ -2 & 3 \end{bmatrix}, B = \begin{bmatrix} 3 & 2 \\ 1 & 2 \end{bmatrix}$ . (06)
- b) Draw Frequency Polygon for data given below. (06)

Daily Expenses	No. of Students
200 – 400	23
400 – 600	4
600 – 800	10
800 – 1000	52
1000 – 1200	16
1200 – 1400	18
1400 – 1600	17

- Q.7** a) From 7 Englishmen and 4 Americans, a committee of 6 is to be formed. In how many ways can the committee be formed, when: (06)
- 1) The committee contains exactly two Americans.
  - 2) The committee contains at least 2 Americans.
- b) Represent the following data by means of Histogram. (06)

Weekly Wages (‘00₹)	10-15	15-20	20-25	25-30	30-40	40-60	60-80
No. of workers	7	19	27	15	12	12	8

- Q.8** a) Define statistics. Explain the importance of Statistics in Business. (06)
- b) Find the value of ‘x’ (06)
- If  $\begin{vmatrix} (2+x) & (3+x) & (4+x) \\ 1 & 2 & -1 \\ 2 & 1 & 3 \end{vmatrix} = 0$

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