

SUBJECT : BUSINESS ENGLISH – COMMUNICATION

Day : Wednesday
Date : 14/11/2018

W-2018-1710

Time: 02.00 PM TO 05.00 PM
Max. Marks: 60

N.B.:

- 1) Attempt **ANY THREE** questions from Section – I and attempt **ANY TWO** questions from Section – II.
- 2) Answers to both the sections should be written in the **SEPARATE** answer books.
- 3) Figures to the right indicate **FULL** marks.

SECTION – I

- Q.1** Discuss the various channels of communication. Compare them on the basis of their merits and demerits. [12]
- Q.2** What do you understand by ‘oral communication’? Explain the essentials for effective oral communication. [12]
- Q.3** Write a detailed note on ‘Non-verbal aspects of written communication’ with appropriate illustrations. [12]
- Q.4** List down the various barriers to listening. Suggest approaches to improve listening skills by overcoming these barriers. [12]
- Q.5** Write short notes on **ANY THREE** of the following: [12]
- a) Qualities of a skillful presenter
 - b) Structure of a Business Letter
 - c) Objectives of communication
 - d) Techniques to improve reading skills

SECTION – II

- Q.6** “The correct interpretation of one’s body language helps to identify hidden thoughts and emotions”. Comment, by enlisting significant body language gestures. [12]
- Q.7** M/s Shah and Sons, one of your oldest customers has placed an order with you after a long interval. Draft a reply to that order and try to build up goodwill and rapport. [12]
- Q.8** As a Principal of a college, you had given a contract to an agency to renovate your cabin. The work is delayed and not up to your expectations. Draft a letter of complaint expressing your dissatisfaction and intention of charging penalty for the late completion of work. [12]

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SUBJECT : BUSINESS ORGANIZATION & SYSTEMS

Day : Friday
Date : 16/11/2018

Time : 02.00 PM TO 05.00 PM
Max. Marks : 60

W-2018-1711

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) Answers to both the sections should be written in **SEPARATE** answer book.

SECTION – I

- Q.1** Business is an economic activity. Elaborate with suitable example. (12)
- Q.2** What is joint stock company? State its merits and demerits. (12)
- Q.3** Explain various stages in formation and incorporation of a company. (12)
- Q.4** Why it is necessary to consider suppliers, technology, location, human resource and finance while starting a new business enterprise? (12)
- Q.5** Write short notes on any **TWO** of the following: (12)
- a) Business process outsourcing (BPO)
 - b) Public enterprises
 - c) Chambers of commerce
 - d) Industrial revolution

SECTION – II

- Q.6** What do you mean by channels of distribution? State importance of channels of distribution for FMCG products. (12)
- Q.7** What do you mean by Acquisition of business firm? State advantages of acquisition with suitable example. (12)
- Q.8** Discuss in detail, globalization and challenges for Indian Business in modern scenario. (12)

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SUBJECT : MICRO ECONOMICS

Day : Monday
Date : 19/11/2018

W-2018-1712

Time : 02.00 PM TO 05.00 PM
Max. Marks : 60

N.B.:

- 1) Attempt **ANY THREE** questions from Section – I and attempt **ANY TWO** questions from Section – II.
 - 2) Answers to both the sections should be written in **SEPARATE** answer books.
 - 3) Figures to the right indicate **FULL** marks.
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SECTION – I

- Q.1 Distinguish between Micro and Macro economics [12]
- Q.2 Explain the Law of Demand with its exceptions. [12]
- Q.3 With suitable diagram explain the three types of Returns to Scale. [12]
- Q.4 Explain the revenue concepts with suitable diagram. [12]
- Q.5 Write short notes on **ANY TWO** of the following: [12]
- a) Accounting and Economic Cost
 - b) Cardinal and Ordinal Utility
 - c) Market forces in solving problems
 - d) Innovation theory of profit

SECTION – II

- Q.6 Explain Price determination under Monopoly. [12]
- Q.7 What is Rent? Discuss Modern Theory of Rent. [12]
- Q.8 Compare Oligopoly with Monopolistic Competition. [12]

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SUBJECT : BUSINESS ACCOUNTING

Day : Thursday
Date : 22/11/2018

W-2018-1713

Time : 02.00 PM TO 05.00 PM
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 **SEPARATE** answer books.

SECTION – I

- Q.1** Define Financial Accounting. Explain its advantages and limitations. (12)
- Q.2** What are the Accounting Concepts and Convention? Explain all Accounting Conventions in detail. (12)
- Q.3** Explain in brief various subsidiary books. (12)
- Q.4** Discuss the meaning and causes of depreciation. Explain Written Down Value method in detail. (12)
- Q.5** Write short notes on **ANY THREE** of the following. (12)
- i) Types of Account
 - ii) Accounting Standards
 - iii) Book Keeping V/s Accounting
 - iv) Trail Balance

SECTION – II

- Q.6** Journalize the following transaction in the books of Arun for the month of December 2016 (12)

2016	
Dec. 1	Arun commenced his business with a capital of Rs. 10,000/.
Dec. 2	Bought machinery Rs. 3,000/.
Dec.3	Credit sales to Hari Rs. 2000/.
Dec.5	Received interest from Anil Rs. 100/-.
Dec.7	Paid salary to Nagendra, a clerk Rs. 500/.
Dec. 10	Deposited cash into bank Rs. 1,000/.
Dec. 11	Bought goods for cash from Ram Rs. 3000/.
Dec. 12	Sold old Newspaper Rs. 300/.
Dec. 13	Bought additional cash into business Rs. 5,000/-.
Dec. 15	Withdrew cash for personal use Rs. 500/-.

P.T.O.

- Q.7 From the following Trial Balance extracted from the books of Shri. Salvi as on 31st March 2016 prepare his final accounts as on 31st March 2016 after taking into consideration the adjustments given below the Trial Balance. (12)

Trial Balance

Particular	Debit Rs.	Credit Rs.
Sundry Creditors		46,000
Rent	1,200	
Cash at Bank	3,000	
Cash in hand	1,400	
Stock on 1/4/2015	16,000	
Bad Debts	1,000	
Discounts	400	1000
Purchases and Sales	1,10,000	1,68,000
Carriage on sales	3,600	
Plant & machinery	20,000	
Sales Returns	8,000	
Purchases Returns		4,000
Carriage on Purchases	1,000	
Furniture & Fixtures	12,000	
Insurance & Office Expenses	3,000	
Salaries	6,000	
Bills Receivable	12,000	
Drawings	12,000	
Wages	12,000	
Provision for Doubtful Debts		2,000
Capital		50,000
Sundry Debtors	40,000	
Commission	8,400	
	2,71,000	2,71,000

Adjustments :

1. Depreciate Plant & Machinery at 10% and furniture and fixtures at 5%.
2. Insurance prepaid Rs. 200.
3. Outstanding Salary Rs. 1,000 and outstanding rent Rs. 200.
4. Closing Stock Rs. 20,000.

- Q.8 Enter the following transactions in the three columns cash book. (12)
Opening balance of Cash Rs. 25,000 and Bank Rs. 2,50,000.

2015	
Mar. 1	Invested into business Rs. 25,000.
Mar. 2	Deposited into bank account Rs. 10,000.
Mar. 4	Purchased Furniture by issuing a cheque of Rs. 1,00,000.
Mar.10	Paid for Rent Rs. 10,000.
Mar.15	Purchased goods of Rs. 2,000 by cheque.
Mar.18	Withdrew Rs. 800 from the bank for office use.
Mar.20	Sold goods of Rs. 28,000.
Mar.22	Deposited Rs. 8,000 into the bank.
Mar.30	Withdrawn from bank for personal use of Rs. 800.
Mar.31	Paid to Suresh Rs. 4,480 in satisfaction by cheque. We owed to Suresh Rs. 5,000 for goods purchased.
Mar. 31	Received from Mahesh 8,880 in full settlement of Rs. 9,000.

SUBJECT : FOUNDATION OF MATHEMATICS AND STATISTICS

Day : Monday
Date : 26/11/2018

W-2018-1714

Time : 02.00 PM TO 05.00 PM
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 **SEPARATE** answer book.

SECTION – I

Q.1 a) Discuss various methods for statistical data collection. (06)

b) Find the number of ways in which a string of 4 letters can be formed using the set of letters {A, B, C, D, E, F} if the following conditions are to be satisfied: (06)

- i) The string start with 'A'
- ii) The string start with 'A' and terminate with 'B'.

Q.2 a) Find $(A^2B^T - A)$ (06)

$$\text{If, } A = \begin{bmatrix} -2 & 3 \\ 2 & 4 \end{bmatrix}, B = \begin{bmatrix} 3 & 2 \\ 4 & 2 \end{bmatrix}$$

b) Draw less than Ogive curve for data given below: (06)

Mid term marks (x) (out of 40)	No. of Students (f)
0 – 5	2
5 – 10	6
10 – 15	4
15 – 20	14
20 – 25	10
25 – 30	25
30 – 35	16
35 – 40	8

Q.3 a) A man bought 5% stock of ₹ 97 by selling ₹ 9700 of 4% stock at ₹ 81. Find his profit or loss. (06)

b) A man borrows ₹ 4000 under the conditions that, he will pay at the end of every three months, ₹ 200 on the principle plus the simple interest of 6% on the principle outstanding at the time. Find the total amount he must pay? (06)

P.T.O.

- Q.4 a) Illustrate importance of diagrammatic and graphical representation data. (06)
 b) Construct Histogram for data given (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.5 Write short notes on ANY TWO: (12)
 a) Cumulative frequency distribution
 b) Payroll
 c) Concept of commission

SECTION – II

- Q.6 a) A two partners A and B share profit or loss equally between them. They have allowed C to become a new partner with the condition that the distribution of profit or loss among A, B and C will be in the ratio 5 : 4 : 3. C offers ₹ 6000 as goodwill money. How will this amount be distributed between A and B? (06)

- b) Find value of the determinant $\begin{vmatrix} 3 & 2 & 4 \\ -2 & 3 & 2 \\ 6 & 0 & 2 \end{vmatrix}$. (06)

- Q.7 a) Prepare frequency distribution for the following date taking classes as 30-40, 34-38 ... etc also find relative and cumulative frequencies
 36, 42, 48, 49, 47, 33, 37, 33, 36, 41, 43, 48, 45, 40, 42, 46, 40, 42, 41, 44, 40, 42, 39, 37, 41, 31, 34, 33, 40, 44, 37, 43, 41, 38, 37, 39. (06)

- b) Find the value of n if ${}^{(n+1)}P_3 = 10[{}^{(n-1)}P_2]$ (06)

- Q.8 a) In how many ways a group of 3 astronauts can be selected from 5 Indian astronauts and 4 Russian astronauts so that each group contains at least one Indian and one Russian. (06)

- b) If $|A| = 0$ then find 'x' for $A = \begin{vmatrix} 3 & 6 & -3 \\ 2 & 4 & 2 \\ x & 2 & 0 \end{vmatrix}$ (06)

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