

**Attempt any two assignments from each subject.**

**Assignment**

**Programme: B.Com - II**

Subject: Principles of Business Management

**Assignment 1**

**Attempt any two of the following:**

**10**

- a) Define management. Explain features of management.
- b) Explain the concept of scientific management.
- c) Explain the need of forecasting.
- d) Nature of planning

**Assignment 2**

**Attempt any two of the following:**

**10**

- a) Explain the features of control
- b) Define co-ordination. Explain its importance.
- c) Explain the steps in process of control
- d) Money and motivation

**Assignment 3**

**Attempt any two of the following:**

- a) Functions of leadership
- b) Explain the techniques of direction
- c) Explain the steps in process of control

**Subject: Money and Financial System**

**Assignment 1**

**Attempt any two of the following:**

**10**

- a) What is the role of money in Capitalist Economy?
- b) What are the components of money supply in India?
- c) Explain the structure of commercial banking system in India.
- d) Discuss the importance of Monetary Policy in India.

**Assignment 2**

**Attempt any two of the following:**

**10**

- a) What are the components of financial system?
- b) What are the measures to control inflation?
- c) Describe the nature of capital market.
- d) Discuss the Keynesian Approach regarding value of money.

**Assignment 3**

**Attempt any two of the following:**

**10**

- a) Meaning of Demand for Money
- b) Stagflation
- c) Financial Markets
- d) Structure of Money Market

Subject: Corporate Accounting-I

**Assignment 1**

**Attempt the following:**

**10**

The balance sheet of Modern India Ltd. as on 31<sup>st</sup> December 2010 stood as follows:

**Balance sheet**

<b>Liabilities</b>	<b>Rs.</b>	<b>Asset</b>	<b>Rs.</b>
Share capital 2000 8% Redeemable preference shares of Rs.100 each	<b>2,00,000</b>	Sundry Assets	<b>9,00,000</b>
50,000 Equity Shares of Rs.10 each	<b>5,00,000</b>	Cash at Bank	<b>1,70,000</b>
General Reserve	<b>70,000</b>		
P& L A/C	<b>50,000</b>		
Sundry creditors	<b>2,50,000</b>		
	<b>10,70,000</b>		<b>10,70,000</b>

The redeemable preference shares were redeemed on 1<sup>st</sup> June 2011 premium of 5% Not having sufficient profits available to redeem the whole issue the company issued 1000 7% Non-redeemable preference shares of Rs.100 each payable as to Rs.20 on application and the balance on allotment. These shares were duly taken up.

On 1<sup>st</sup> April, 2011 the company decided to utilize the capital redemption reserve to make an issue of Rs.10 equity Bonus Shares to the old equity shareholders.

Pass the necessary journal entries and Balance Sheet of the company there after.

**Assignment 2**

**Write short notes any two of the following:**

**10**

- a) Purchase consideration
- b) Amalgamation of Companies
- c) Interdepartmental Transfer
- d) Need of Capital Reduction

**Assignment No.3**

**10**

What is Corporate Accounting? Explain its functions.

OR

What is cheque? What is crossing of cheque? When cheque is said to be dishonored?

**Subject: Communication Skills**

**Assignment 1**

**Attempt any two of the following:** **10**

- a) What is 'Business Communication' Explain the principles of effective communication.
- b) Explain the different types of communication in corporate organization.
- c) Types of listeners
- d) Progress report

**Assignment 2**

**Attempt any two of the following:** **10**

- a) Bad listening habit
- b) Resume
- c) Speech preparation
- d) Circular Letter

**Assignment 3**

**Attempt any two of the following:** **10**

- a) Use of computer for communication
- b) Physical appearance of business letter
- c) Sales letter
- d) Explain the various types of reports

## **Subject: Business Entrepreneurship**

### **Assignment 1**

**Attempt any two of the following:**

**10**

- a) Explain the social responsibilities of business towards the employees and shareholders.
- b) Explain the effects of natural and political environment of business.
- c) State the role of service sector in the national economy.
- d) What are the problems faced by women entrepreneurs?

### **Assignment 2**

**Attempt any two of the following:**

**10**

- a) Which opportunities are available to you in agriculture entrepreneurship?
- b) State the role of service sector in the national economy.
- c) Explain the characteristics of group entrepreneurship
- d) Problems faced by rural entrepreneurs

### **Assignment 3**

**Attempt any two of the following:**

**10**

- a) Educated and uneducated entrepreneur
- b) Service industry management
- c) Qualities of an entrepreneur
- d) Success factors in service ventures

Subject: Marketing -II

**Assignment 1**

**Attempt the following:** **10**

- a) Describe the evolution of salesmanship
- b) Define 'Personal Selling'. Explain its objectives.

**Assignment 2**

**Attempt any two of the following:** **10**

- a) Define 'Sales organisation' State its objectives.
- b) What is motivation? How salesmen are motivated?
- c) Qualities of sales manager
- d) Sources of information

**Assignment 3**

**Attempt any two of the following:** **10**

- a) Policies of competitors
- b) Demonstration
- c) Staple salesman
- d) Importance of sales promotion

Subject: **Cost & Management Accounting**

**Assignment 1**

**Attempt the following:** **10**

- a) What do you mean by classification and codification? State the methods of codification
- b) Explain the various documents used in stores.

**Assignment 2**

**Write short notes on any two** **10**

- a) Purchase Requisition
- b) Material Received Note
- c) Tender

**Assignment 3**

**Write short notes on the following** **10**

- a) Defective work
- b) Simple Average Method