

Roll No.

Total No. of Pages : 02

Total No. of Questions : 09

**BBA/BBA(SIM) (Sem.-1)**

**PRINCIPLES AND PRACTICES OF MANAGEMENT**

Subject Code : BBA 101-18

M.Code : 75082

Date of Examination : 06-01-2024

Time : 3 Hrs.

Max. Marks : 60

**INSTRUCTIONS TO CANDIDATES :**

1. SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.
2. SECTION-B consists of FOUR Sub-sections : Units-I, II, III & IV.
3. Each Sub-section contains TWO questions each, carrying TEN marks each.
4. Student has to attempt any ONE question from each Sub-section.

**SECTION-A**

1. Answer briefly:

- a) Managerial Skills
- b) Contingency Approach of Management
- c) Span of Control
- d) Management by Objectives
- e) Difference between Recruitment and Selection
- f) Organizational Inflexibility
- g) Just in Time
- h) Motion Study
- i) Task Force
- j) Efficiency and Effectiveness.



**SECTION-B**

**UNIT-I**

2. Why is it important to choose an appropriate form of organization? Discuss the factors that determine the choice of forms of organization.
3. Explain the contribution of Henry Fayol in the development of Management. Critically examine the relevance of the Fayol's Principles in modern organizations by taking an example.

**UNIT-II**

4. "Planning is Pervasive in nature". Comment on the statement and justify your answer with the help of suitable examples.
5. Discuss the concept of Strategic Planning with the help of suitable examples of Growth Strategies for a modern business organization.

**UNIT-III**

6. "Motivation is one of the forces that lead to performance". Do you agree with the statement? State the different kinds of motivators used in the organisations.
7. What is meant by Divisional Organisation Structure? How is it beneficial for Multi-Product Companies?

**UNIT-IV**

8. "Delegating is a critical skill for supervisors at any level and can be a major challenge for them to learn". Comment on the statement.
9. "Controlling helps in achieving objectives of Organization and Improving Employee's Morale". Explain the statement in brief.

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BBA (SIM) (Sem.-1)

## PRINCIPLES AND PRACTICES OF MANAGEMENT

Subject Code : BBA 101-18

M.Code : 75082

Date of Examination : 20-12-2024

Time : 3 Hrs.

Max. Marks : 60

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2. SECTION-B consists of FOUR Sub-sections : Units-I, II, III & IV.
3. Each Sub-section contains TWO questions each, carrying TEN marks each.
4. Student has to attempt any ONE question from each Sub-section.

## SECTION-A

1. Answer briefly:
- a) Esprit-de-Corps
  - b) Mintzberg's Managerial Roles
  - c) Management as a Profession
  - d) Motive
  - e) Total Quality Management
  - f) Line and Staff Authority
  - g) Accountability
  - h) Difference between Coordination and Cooperation.
  - i) Steps in Decision Making
  - j) Pervasiveness of Planning.

## SECTION-B

## UNIT-I

2. "When, compared to a proprietorship firm, a partnership firm can be more effective". Do you agree with the statement? State your answer with the relevant example of Indian Companies.
3. Analyze the contribution of F.W. Taylor in the field of Management. Which of the Scientific Techniques given by him are the strong motivators for a worker to reach up to the standard performance?

## UNIT-II

4. How Planning Facilitates Decision Making? Discuss the importance of Planning by considering the nature of Planning for a business organization.
5. What do you mean by Strategic Planning? Explain its process and importance in detail.

### UNIT-III

6. *"When a company has managers who motivate their teams, they may find an overall increase in productivity and achievement."* Do you agree with the statement? State some of the major theories of Motivation in detail.
7. Differentiate between Team and Committee. Explain the various types and stages of Team Development.

## UNIT-IV

8. "One of the objectives of the management is to establish a sound organisational structure and to do this, effective authority and responsibility relationship should be created". Comment on the statement.
9. "Controlling is an indispensable function of Management". Do you agree? Give the reasons in support of your answer.

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Total No. of Questions : 11

B.A.(JAMC) / BBA / B.Com (Hons) / BCA / BHMCT / B.Sc. Hons.  
(Nutrition and Dietetics) / Fashion Design / Graphics & Web Designing /  
Information Technology / Medical Lab Sciences / Operation Theatre  
Technology/ BTM / M.Com (Sem.-1, 2)

**HUMAN VALUES, DE-ADDICTION & TRAFFIC RULES**

Subject Code : HVPE101-18

M.Code : 75087

Date of Examination : 16-12-2024

**Max. Marks : 60**

Time : 3 Hrs.

**INSTRUCTIONS TO CANDIDATES :**

1. SECTION-A is compulsory.
2. SECTION-B contains FIVE questions. Each question carry FOUR marks. Attempt All.
3. SECTION-C contains FIVE questions with internal choice. Each question carry SIX marks. Attempt All.

### SECTION-A

 $(10 \times 1 = 10)$ 

1. Write briefly :

- Write briefly :
- How the value "Guidance" is related with self.  
 मूल्य "सागर्दर्शन" स्वयं के साथ कैसे संबंधित है?  
 मुँल अगर्वाही सवै दे नाल किवे संबंधित है?
  - What do you mean by respect?  
 आपका सम्मान से क्या मतलब है?  
 तुगर्डा आदर ਤੋਂ ਕੀ ਮਤਲਬ ਹੈ?
  - What is animal order?  
 जीव आदेश क्या है?  
 ਜੀਵ ਆਦੇਸ਼ ਕੀ ਹੈ?
  - What is innateness?  
 स्वाभाविकता क्या है?  
 ਸਵਾਭਾਵਿਕਤਾ ਕੀ ਹੈ?

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(S-17)1438

- e) What is Utility-Value?  
उपयोगिता-मूल्य क्या है?  
ਉਪਯੋਗਿਤਾ-ਮੁੱਲ ਕੀ ਹੈ?
- f) What is value of any unit in the larger order?  
बड़े आदेश में किसी भी इकाई का क्या मूल्य है?  
ਵੱਡੇ ਆਦੇਸ਼ ਵਿੱਚ ਕਿਸੇ ਵੀ ਇਕਾਈ ਦਾ ਕੀ ਮੁੱਲ ਹੈ?
- g) What is Holistic System?  
समग्र प्रणाली क्या है?  
ਸਮਗਰ ਧਰਨਾਲੀ ਕੀ ਹੈ?
- h) What is Perseverance?  
अटलता क्या है?  
ਧੀਰਜ ਕੀ ਹੈ?
- i) Explain Natural Acceptance.  
सहज स्वीकृति समझाओ।  
ਕੁਦਰਤੀ ਮੇਜ਼ੂਰੀ ਸਮਝਾਓ।
- j) What is Mutual Fulfilment?  
पारस्परिक पूर्ति क्या है?  
ਆਪਸ ਦੀ ਪੂਰਤੀ ਕੀ ਹੈ?

## SECTION-B

 $(5 \times 4 = 20)$ 

- SECTION-B**
2. What is the need for value education in technical and other professional Institutions?  
तकनीकी एवं अन्य व्यावसायिक संस्थानों में मूल्यपरक शिक्षा की क्या आवश्यकता है?  
ਤਕਨੀਕੀ ਅਤੇ ਹੋਰ ਪੇਸ਼ੇਵਰ ਸੰਸਥਾਵਾਂ ਵਿੱਚ ਮੁੱਲ ਦੀ ਸਿੱਖਿਆ ਦੀ ਕੀ ਲੋੜ ਹੈ?
3. What do you mean by SVDD, SSDD and SSSS? How is the transformation possible from SSDD to SSSS?  
आपका SVDD, SSDD और SSSS से क्या मतलब है? SSDD से SSSS तक के लिए परिवर्तन कैसे संभव है?  
ਤੁਹਾਡਾ SVDD, SSDD ਅਤੇ SSSS ਤੋਂ ਕੀ ਮਤਲਬ ਹੈ? SSDD ਤੋਂ SSSS ਤੱਕ ਦੀ ਤਬਦੀਲੀ ਕਿਸ ਤਰ੍ਹਾਂ ਸੰਭਵ ਹੈ?

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(S-17)1438

4. What do you mean by Animal Consciousness and Human Consciousness? How is the transformation possible from Animal Consciousness to Human Consciousness?

ਆਪਕਾ ਪਸ਼ੂ ਚੇਤਨਾ ਅਤੇ ਮਨੁੱਖੀ ਚੇਤਨਾ ਸੇ ਕਯਾ ਸਰਲਕ ਹੈ? ਪਸ਼ੂ ਚੇਤਨਾ ਸੇ ਮਨੁੱਖੀ ਚੇਤਨਾ ਪਰਿਵਰਤਨ ਕੈਸੇ ਸੰਭਵ ਹੈ?

ਤੁਹਾਡਾ ਪਸ਼ੂ ਚੇਤਨਾ ਅਤੇ ਮਨੁੱਖੀ ਚੇਤਨਾ ਤੋਂ ਕੀ ਮਤਲਬ ਹੈ? ਪਸ਼ੂ ਚੇਤਨਾ ਤੋਂ ਮਨੁੱਖੀ ਚੇਤਨਾ ਤੱਕ ਦੀ ਤਬਦੀਲੀ ਕਿਸ ਤਰ੍ਹਾਂ ਸੰਭਵ ਹੈ?

5. Explain competence in Professional-Ethics.

ਪੇਸ਼ੇਵਰ ਨੈਤਿਕਤਾ ਮੇਂ ਕਸਤਾ ਸਮਝਾਓ।

ਪੇਸ਼ੇਵਰ ਨੈਤਿਕਤਾ ਵਿੱਚ ਸਮਰੱਥਾ ਸਮਝਾਓ।

6. What are the implications of value based living?

ਮੂਲਕ ਆਧਾਰਿਤ ਜੀਵਨ ਧਾਰਨਾ ਕੇ ਅਚਲੇ ਪਰਿਭਾਸ਼ ਕਯਾ ਹੈ?

ਕਦਰਾਂ ਕੀਮਤਾਂ ਆਧਾਰਿਤ ਜੀਵਨ ਜੀਉਣ ਦੇ ਚੰਗੇ ਨਤੀਜੇ ਕੀ ਹਨ?

#### SECTION-C

(6 × 5 = 30)

7. Compare the Four Orders in nature on the basis of their salient aspects.

ਮੁੱਖ ਪਹਲੂਆਂ ਕੇ ਆਧਾਰ ਪਰ ਪ੍ਰਕ੍ਰਿਤਿ ਮੇਂ ਚਾਰ ਆਦੇਸ਼ਾਂ ਦੀ ਤੁਲਨਾ ਕਰੋ।

ਮੁੱਖ ਪਹਿਲੂਆਂ ਦੇ ਆਧਾਰ ਉੱਤੇ ਕੁਦਰਤ ਵਿੱਚ ਚਾਰ ਆਦੇਸ਼ਾਂ ਦੀ ਤੁਲਨਾ ਕਰੋ।

#### OR

What is the meaning and purpose of Self-Exploration?

ਸਵ-ਅਨੁਵੇਸ਼ਣਾ ਕੇ ਅਰਥ ਅਤੇ ਉਦੇਸ਼ ਕਯਾ ਹੈ?

ਆਤਮ - ਅਧਿਐਨ ਦੇ ਮਤਲਬ ਅਤੇ ਉਦੇਸ਼ ਕੀ ਹਨ?

8. Describe basic human aspirations. What are the requirements to fulfill basic human aspirations?

ਮੁੱਢਲੀ ਮਨੁੱਖੀ ਆਕਾਂਸ਼ਾ ਕਯਾ ਹੈ? ਮੁੱਢਲੀ ਮਨੁੱਖੀ ਆਕਾਂਸ਼ਾਵਾਂ ਨੂੰ ਪੂਰਾ ਕਰਨੇ ਕੇ ਲਿਫ਼ ਆਵਸ਼ਯਕਤਾਵਾਂ ਕਾ ਵਰਨਣ ਕਰੋ?

ਮੁੱਢਲੀ ਮਨੁੱਖੀ ਇੱਛਾਵਾਂ ਕੀ ਹਨ? ਮੁੱਢਲੀ ਮਨੁੱਖੀ ਇੱਛਾਵਾਂ ਨੂੰ ਪੂਰਾ ਕਰਨ ਲਈ ਜ਼ਰੂਰਤਾਂ ਦਾ ਵਰਣਨ ਕਰੋ?

#### OR

What are the different patterns of differentiation?

ਖੇਤਰਾਂ ਕੇ ਵਿਭਿੰਨ ਪੈਟਰਨ ਕਯਾ ਹੈ?

ਫਰਕ ਦੇ ਵੱਖ-ਵੱਖ ਪੈਟਰਨ ਕੀ ਹਨ?

9. What is the difference between belief and understanding?

ਵਿਸ਼ਵਾਸ ਅਤੇ ਸਮਝ ਮੇਂ ਕਯਾ ਅੰਤਰ ਹੈ?

ਵਿਸ਼ਵਾਸ ਅਤੇ ਸਮਝ ਵਿੱਚ ਕੀ ਅੰਤਰ ਹੈ?

#### OR

What are the programmes to ensure Helath?

ਸਵਾਸਥਯ ਕੋ ਸੁਨਿਸ਼ਚਿਤ ਕਰਨੇ ਕੇ ਲਿਫ਼ ਕਯਾ-ਕਯਾ ਕਾਰਜਕ੍ਰਮ ਹੈ?

ਸਿਹਤ ਨੂੰ ਠੀਕ ਰੱਖਣ ਲਈ ਕਿਹੜੇ-ਕਿਹੜੇ ਤਰੀਕੇ ਹਨ?

10. Critically examine our state today in terms of fulfillment of relationships and physical facilities. What has gone wrong according to you? What is the solution?

ਰਿਸ਼ਤਿਆਂ ਦੀ ਪੂਰਤੀ ਅਤੇ ਭੌਤਿਕ ਸੁਵਿਧਾਵਾਂ ਦੀ ਦ੍ਰਿਸ਼ਟੀ ਸੇ ਅੱਜ ਹਮਾਰੀ ਸਥਿਤਿ ਕਾ ਆਲੋਚਨਾਤਮਕ ਪਰੀਖਣ ਕਰੋ। ਆਪਕੇ ਅਨੁਸਾਰ ਕਯਾ ਗਲਤ ਹੁਆ ਹੈ? ਕਯਾ ਨਿਰਦਾਨ ਹੈ?

ਰਿਸ਼ਤਿਆਂ ਅਤੇ ਭੌਤਿਕ ਸਹੂਲਤਾਂ ਦੀ ਪੂਰਤੀ ਦੇ ਮਾਮਲੇ ਵਿੱਚ ਅੱਜ ਸਾਡੇ ਰਾਜ ਦੀ ਗੰਭੀਰਤਾ ਨਾਲ ਜਾਂਚ ਕਰੋ। ਤੁਹਾਡੇ ਅਨੁਸਾਰ ਕੀ ਗਲਤ ਹੋਇਆ ਹੈ? ਹੱਲ ਕੀ ਹੈ?

#### OR

What are the five dimensions of Human Endeavour in society?

ਸਮਾਜ ਮੇਂ ਮਨੁੱਖੀ ਪ੍ਰਯਾਸ ਕੇ ਪੰਚ ਆਧਾਰ ਕਯਾ ਹੈ?

ਸਮਾਜ ਵਿੱਚ ਮਨੁੱਖੀ ਕੋਸ਼ਿਸ਼ ਦੇ ਪੰਜ ਪਹਿਲੂ ਕੀ ਹਨ?

11. Explain self-organisation and health.

ਆਤਮ ਸੰਗਠਨ ਅਤੇ ਸਿਹਤ ਕੇ ਬਾਰੇ ਮੇਂ ਬਤਾਓ।

ਆਤਮ ਸੰਗਠਨ ਅਤੇ ਸਿਹਤ ਦੇ ਬਾਰੇ ਵਿੱਚ ਦੱਸੋ।

#### OR

Suggest ways to enhance the fulfillment of human order with the other three orders. Mention any two programs you can undertake in light of the above.

ਅਨਯ ਤੀਨ ਆਦੇਸ਼ਾਂ ਕੇ ਸਾਥ ਮਨੁੱਖੀ ਆਦੇਸ਼ ਦੀ ਪੂਰਤੀ ਕੋ ਵਧਾਨੇ ਕੇ ਤਰੀਕੇ ਸੁਝਾਓ। ਉਪਰੋਕਤ ਕੇ ਆਲੋਚਨਾ ਮੇਂ ਕਿਨ੍ਹੀ ਦੋ ਕਾਰਜਕ੍ਰਮਾਂ ਕਾ ਤਲਵੇਖ ਕਰੋ ਜਿਨ੍ਹੇ ਆਪ ਅਪਨਾ ਸਕਦੇ ਹੈ।

ਹੋਰ ਤਿੰਨ ਆਦੇਸ਼ਾਂ ਦੇ ਨਾਲ ਮਨੁੱਖੀ ਆਦੇਸ਼ ਦੀ ਪੂਰਤੀ ਨੂੰ ਵਧਾਉਣ ਦੇ ਤਰੀਕਿਆਂ ਦਾ ਸੁਝਾਅ ਦਿਓ। ਕਿਸੇ ਵੀ ਦੋ ਪ੍ਰੋਗਰਾਮਾਂ ਦਾ ਜ਼ਿਕਰ ਕਰੋ ਜੋ ਤੁਸੀਂ ਉਪਰੋਕਤ ਦੀ ਰੋਸ਼ਨੀ ਵਿੱਚ ਸ਼ੁਰੂ ਕਰ ਸਕਦੇ ਹੋ।

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Total No. of Questions : 09

Total No. of Pages : 02

BBA(SIM) (Sem-1)

## MANAGERIAL ECONOMICS-I

Subject Code : BBAGE-101-18

M.Code : 75084

Date of Examination: 23-12-2024

Time : 3 Hrs.

Max. Marks : 60

**INSTRUCTIONS TO CANDIDATES :**

1. SECTION-A is **COMPULSORY** consisting of **TEN** questions carrying **TWO** marks each.
2. SECTION-B consists of **FOUR** Sub-sections : Units-I, II, III & IV.
3. Each Sub-section contains **TWO** questions each, carrying **TEN** marks each.
4. Student has to attempt any **ONE** question from each Sub-section.

### SECTION-A

1. Write briefly:
  - a) Explain isoquant curve.
  - b) What do you mean by Equilibrium of the firm under perfect competition?
  - c) What is collusive oligopoly?
  - d) Discuss the significance of managerial economics.
  - e) What is zero income elasticity?
  - f) What do you mean by autonomous demand?
  - g) Differentiate average revenue and marginal revenue.
  - h) Define collective bargaining.
  - i) State the relationship between cost and production function.
  - j) Write a note on target pricing.

SECTION-B

## UNIT-I

2. How does Managerial Economics help in Business Decision Making? Explain with examples.
3. How do you find Consumer's Equilibrium by using the indifference curve technique and explain the properties of Indifference Curve?

## UNIT-II

4. Elucidate production function and isoquants. Elucidate the relationship of Productivity and Technology.
5. What do you mean by Producer's Equilibrium? Also, Discuss the Law of Return to Scale.

### UNIT-III

6. Define Monopolistic Competition. How the firm takes the pricing and output decisions under Monopolistic Competition.
7. Discuss the Average Revenue Curve of a firm under Monopoly and Perfect Competition with the help of diagram and explain the difference in these curves, if any.

## UNIT-IV

8. Explain the Price Determination in practice in Managerial Economics. Elaborate the concept of Economies of Advertisement Costs.
9. Critically explain the concept of Factor Pricing. Also discuss the types of pricing practices used in Managerial Economics.

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Roll No.

Total No. of Pages : 03

Total No. of Questions : 09

**BBA(SIM) (Sem.-1)  
BASIC ACCOUNTING**

Subject Code : BBA-102-18

M.Code : 75083

Date of Examination:18-12-2024

Time : 3 Hrs.

Max. Marks : 60

**INSTRUCTIONS TO CANDIDATES :**

1. SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.
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3. Each Sub-section contains TWO questions each, carrying TEN marks each.
4. Student has to attempt any ONE question from each Sub-section.

**SECTION-A**

**1. Write briefly:**

- a) Objectives of accounting
- b) Book of original entry
- c) Types of errors in trial balance
- d) Revenue expenditure
- e) Trading & profit and loss account
- f) Computerized Accounting
- g) Provision & reserves
- h) Subscription
- i) Types of assets
- j) Purchase book.

**SECTION B**

**UNIT-I**

2. What do you understand by Fundamental Accounting Concepts? Enumerate these concepts. Do you find any of these concepts conflicting with each other? Answer giving suitable examples.
3. What do you mean by accounting? Discuss its objectives and limitation.

**UNIT-II**

4. Explain errors of principle and give two examples with measures to rectify them.
5. Journalize the following transactions:

| Date 2023 |                                | Rs.    |
|-----------|--------------------------------|--------|
| May 1     | Ravi Commenced business with   | 42,000 |
| 3         | Goods purchased for cash       | 18,400 |
| 6         | Goods sold to Ramesh on credit | 11,200 |
| 7         | Brought goods from Ram         | 6,600  |
| 10        | Cash received from Ramesh      | 7,200  |
| 12        | Paid Ram on account            | 4,200  |
| 16        | Goods sold to Rajiv            | 7,500  |
| 20        | Goods sold for cash            | 15,000 |
| 27        | Amount paid to Ram             | 2,400  |
| 29        | Cash received from Rajiv       | 7,500  |
| 31        | Paid rent in cash              | 900    |
| 31        | Salary paid to office staff    | 1,400  |

**UNIT-III**

6. From the following particulars of Asha & Co. prepare a bank reconciliation statement on December 31, 2013.
  - a) Overdraft as per passbook Rs. 20,000
  - b) Interest on overdraft Rs. 2,000
  - c) Insurance Premium paid by the bank Rs. 200
  - d) Cheque issued but not presented for payment Rs. 6,500
  - e) Cheque deposited but not yet cleared Rs. 6,000
  - f) Wrongly debited by the bank Rs. 500

7. Explain the concept of depreciation. What is the need for charging depreciation and what are the causes of depreciation?

#### UNIT-IV

8. What is annual report of company? Explain the various provision related to annual report.
9. What is accounting software package? Discuss the advantages and disadvantages of accounting software package.

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