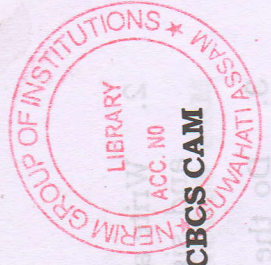


Total number of printed pages-2



1 SEM MBA (FT) NCBCS CAM

2023

(December)

BUSINESS ADMINISTRATION

Paper : BM-10700

Computer Applications in Management

Full Marks : 60

Time : Three hours

Write figures in the margin indicate full marks for the questions.

1. Explain any five in brief: 2x5=10

(a) Computing

(b) IDE

(c) IP

(d) Unicode

(e) Database

(f) CSS

(g) App

Contd.

MBA 1st SEM

Total number of printed pages-2



1 SEM MBA (FT) NCBCS CAM

2023

(December)

BUSINESS ADMINISTRATION

Paper : BM-10700

Computer Applications in Management

Full Marks : 60

Time : Three hours

Write figures in the margin indicate full marks for the questions.

1. Explain any five in brief: 2x5=10

- (a) Computing
- (b) IDE
- (c) IP
- (d) Unicode
- (e) Database
- (f) CSS
- (g) App

MBA 1st SEM

2. Write a 'C' program and explain the purpose and significance of its components. 5

3. Do the following conversion : 5
(7656.65)₈ = ()₄

4. Answer **any four** from the following :
10×4=40

- (a) Construct the Von Neumann architecture of a computer. Discuss the significance of information processing in business.
- (b) Define data communication. Elaborate on different types of media.
- (c) Discuss the features and significance of system software.
- (d) Discuss the importance of database and internet in enabling business systems.
- (e) Elaborate on the various influential e-commerce models with examples.
- (f) Explain the impact of Cyber-crime and how it can be challenged under the IT Act, 2008.

Total number of printed pages-2
1 SEM MBA (FT) NCBCS HRM

2022

(December)

BUSINESS ADMINISTRATION

Paper : 10600

(Human Resource Management)

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

1. Answer **any three** of the following :
12×3=36

- (a) Define HRM and elaborate on various functions of HRM citing examples wherever possible. 2+10=12
- (b) State the differences between recruitment and selection. Prepare an elaborate selection process for the selection of graduate engineers for XYZ Ltd. 4+8=12

- (c) Define performance appraisal. Elaborate on some modern day performance appraisal techniques adopted by the organisation. 2+10=12
- (d) Define job analysis and elaborate on some methods of job analysis. 2+10=12

2. Answer **any two** of the following : 12×2=24

- (a) Explain the concept of employee growth and elaborate on various elements of career planning programme. 4+8=12
- (b) Give the difference between training and development. Explain the steps involved in executive development. Suggest few techniques that you will use to improve the decision-making abilities of the managers and justify how these techniques will be helpful. 2+4+4=12
- (c) Explain the concept of employee welfare and elaborate on the business benefits of employee welfare activities. 4+8=12

Total number of printed pages-7

1 SEM MBA (FT) NCBCS AFM

2023

(December)

BUSINESS ADMINISTRATION

Paper : BM-10500

(Accounting for Managers)

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

(a) The Trial Balance of M/s Padma Commercial as on 31st March, 2022 was as follows :

Particulars	Debit (Rs.)	Credit (Rs.)
Capital	-	1,80,000
Stock as on 1.4.2021	9,000	-
Purchase and Sales	64,500	1,19,000
Return	2,000	1,500
Wages	16,000	-
Manufacturing Exps.	12,000	-

Particulars	Debit (Rs.)	Credit (Rs.)
Salaries	8,000	-
Insurance	1,500	-
Postages	100	-
Advertisement	1,000	-
Bad debt	300	-
Bills payable	-	10,000
Discount	-	1,000
Land & building	90,000	-
Plant & Machinery	70,000	-
Furniture	1,000	-
Sundry Debtors	25,400	-
Sundry Creditors	-	42,000
Drawings	3,200	-
Cash in hand	500	-
Patent	49,000	-
	3,53,500	3,53,500

Prepare Trading and P/L Account for the year ending 31st March, 2022 and a Balance Sheet as on that date after taking into consideration the following : 10

(i) Stock on 31st March 2022 was Rs. 20,000

- (ii) Outstanding expenses : Salaries Rs. 1,000 and Wages Rs. 2,000
- (iii) Provide depreciation on Land and Building @ 5% on Furniture @ 10% and on Plant and Machinery @ 5% p.a.
- (iv) Write off Bad debts of Rs. 400.

Or

- (b) (i) Mention and discuss some of the accounting concepts that are useful for a business firm. 6
- (ii) Mention some of users of Accounting Informations. 4

2. (a) Briefly explain the important applications of Marginal costing for a manufacturing firm. 6

(b) Distinguish between Marginal costing and Absorption costing. 4

Particulars	Debit (Rs.)	Credit (Rs.)
Salaries	8,000	-
Insurance	1,500	-
Postages	100	-
Advertisement	1,000	-
Bad debt	300	-
Bills payable	-	10,000
Discount	-	1,000
Land & building	90,000	-
Plant & Machinery	70,000	-
Furniture	1,000	-
Sundry Debtors	25,400	-
Sundry Creditors	-	42,000
Drawings	3,200	-
Cash in hand	500	-
Patent	49,000	-
	3,53,500	3,53,500

Prepare Trading and P/L Account for the year ending 31st March, 2022 and a Balance Sheet as on that date after taking into consideration the following : 10

(i) Stock on 31st March 2022 was Rs. 20,000

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- (iv) Write off Bad debts of Rs. 400.

Or

- (b) (i) Mention and discuss some of the accounting concepts that are useful for a business firm. 6
- (ii) Mention some of users of Accounting Informations. 4

2. (a) Briefly explain the important applications of Marginal costing for a manufacturing firm. 6

(b) Distinguish between Marginal costing and Absorption costing. 4

Or

(c) The following data are available from the records of a company : 10

Sales	Rs. 60,000
Variable cost	Rs. 30,000
Fixed cost	Rs. 15,000

Calculate :

(i) P/V Ratio, BEP and M/S at this level

(ii) The effect of 10% increase in sales price

3. (a) Explain the need of charging depreciation. Also explain any one method of charging depreciation. 3+3=6

(b) What do you mean by LIFO method of Inventory valuation ? 4

Or

(c) Adarsh Company purchased and issued the material in the following order :

	Units	Unit Cost
Jan. 1 Purchase	300	3.00
Jan. 5 Purchase	600	4.00
Jan. 10 Issue	500	-
Jan. 12 Purchase	700	4.50
Jan. 15 Issue	800	-
Jan. 20 Purchase	300	5.00
Jan. 30 Issue	100	-

Ascertain the quantity of closing stock as on 31st January and state its value under each of the following methods of pricing the issues 10

(i) FIFO

(ii) LIFO

4. (a) Explain the meaning and usefulness of Human Resource Accounting. 4+6=10

Or

(b) Write short notes on : 5+5=10

- (i) Value Added Accounting
- (ii) Responsibility Accounting

5. (a) Discuss the importance of budgetary control for efficient management control. Also explain Zero Based Budgeting citing its usefulness. 5+5=10

Or

(b) ABC Ltd. have prepared the budget for the production of 1,00,000 units of the only commodity manufactured by them for a costing period as follows :

	Rs. (in Lakh)
Raw materials	2.52
Direct labour	0.75
Direct expenses	0.10
Works overheads (60% fixed)	2.25
Adm. overheads (80% fixed)	0.40
Selling overheads (50% variable)	0.20

The actual production during the period was only 60,000 units. Calculate the revised budget cost per unit. 10

Write short notes on : **(any two)** 5×2=10

- (a) Standard costing
- (b) Variance analysis
- (c) Cost Accounting vs. Management Accounting
- (d) Profit Volume Ratio (PV Ratio)

Total number of printed pages-3
1 SEM MBA (FT) NCBCS ME (O)

2021

(held in February/March, 2022)

BUSINESS ADMINISTRATION

Paper : BM-104

(Managerial Economics)

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

1. Attempt **any two** questions from below :
 - (a) What do you understand by micro and macroeconomic approaches? Trace the significance of these two concepts to managerial decision-making. Also explain about limitations of such analysis. 5+3+2=10
 - (b) Define cross elasticity of demand and state its formula. How does such elasticity differ in case of substitutes and complementary goods? Explain with examples and graphs. 4+6=10

Contd.

(c) What is a production possibility curve? Describe about its characteristics. How does it help in decision-making process? $2+6+2=10$

2. Attempt **any two** questions from below :

(a) Explain about the various internal and external diseconomies to scale. Also mention about its influence over cost of production. $7+3=10$

(b) Analyse carefully the conditions of equilibrium of an individual firm under perfect competition both in the short-run and the long-run periods. Illustrate your answer with diagrams. 10

(c) Examine the following statements : $2.5 \times 4 = 10$

- Pure monopoly is far from frequent.
- Monopoly price is always higher than competitive price.
- A monopolist wants to earn maximum profit.
- A monopolist never earns normal profit.

B. Attempt **any two** questions :

(a) Define national income. What are the different approaches of national income? How does national income influence business decision-making? $2+6+2=10$

(b) Write short notes on : $2.5 \times 4 = 10$

- W.T.O.
- Quota and Tariff
- Real and Nominal GNP
- Foreign exchange market.

(c) Write a synopsis on different types of theories of profit. 10

4. Discuss the role of managerial economist in the decision-making process of an organisation. 10

Total number of printed pages-2

1 SEM MBA (FT) NCBCS OT & B

2023

(December)

BUSINESS ADMINISTRATION

Paper : BM-10300

(Organizational Theory and Behaviour)

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

Define learning. Explain operant theory and cognitive theory of learning. How will learning help managers to change human behaviour in different organisational situations ?
2+3+3+4=12

A. Write brief notes on the following :
3×4=12

- (i) Halo Effect
- (ii) Attribution
- (iii) Stereotyping
- (iv) Terminal and Instrumental values

Or

3. What are the different styles of leadership? Explain the Managerial Grid approach of leadership with suitable diagram. 6+6=12

4. What is Motivation and what are the elements included in the process of motivation? Explain the Vroom's expectancy theory of motivation. 2+4+6=12

5. Discuss the important barriers to communication. What steps can be taken to minimise these barriers in order to make communication effective? 12

6. Give brief notes on the following: 6+6=12

(i) Group Norms

(ii) Group Cohesiveness

Or

(iii) Synergy in Group

(iv) Social Loafing

Or

1 SEM MBA (FT) NCBCS POM

2023

(December)

BUSINESS ADMINISTRATION

Paper : BM-10200

(Principles of Management)

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

Answer any six from the following questions : 10×6=60

(a) Discuss elaborately the various managerial functions.

Or

Distinguish between coordination and cooperation and explain the statement, "Coordination is the essence of management". 5+5=10

(b) Why do you need to delegate? What are the reasons for non acceptance of delegation? 4+6=10

Or

Write notes on decentralization and Management by Objectives. 5+5=10

(c) Explain briefly the features of a good control system.

Or

Define Modern Management Thought and also discuss its characteristics.

(d) Discuss about the relationship between power and authority and elaborate on the reasons for line-staff conflict. 5+5=10

Or

Elaborately discuss Management by Exception. 10

(e) Elaborate on the important characteristics of a good plan.

Or

State the features of strategy and discuss its importance in achieving objectives.

(f) Write a short note on organisational structure and also state why departmentalization is important in organisations.

Or

How important is Fayol's Principles of Management in the management process? Discuss with an appropriate example.

Total number of printed pages-3

1 SEM MBA (FT) NCBCS BE

2023

(December)

BUSINESS ADMINISTRATION

Paper : BM-10100

(Business Environment)

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

Write short notes on : **(any four)** 5x4=20

- i. What is business environment? Examine the elements influencing business environment.
- ii. Is it essential to have government interference in to business? Explain.
- iii. Examine the impact of adoption of Niti Aayog on business environment.

Contd.

- iv. Explain the role of public and private sector in Indian economy.
- v. Role of transportation in economic development of the country.
- vi. Labour issues of India.

2. Answer **any four** from the following :

10×4=40

- i. Explain the concept of demographic transition. Explain the problems and policies relating to population of India.
- ii. Explain the role of agriculture in Indian economy and the challenges of agricultural sector.
- iii. "Private sector is superior to public sector in the aspects of quality maintenance and in terms of Competitiveness." Explain the statement.
- iv. "To maintain a balance between natural environment and economic development to survive is vital." Explain the statement.
- v. Explain the role of Small Scale Industry in Economic Development of India.

vi. Examine the role of foreign trade in a country's economic development.

vii. Explain industrial policy of India and Assam.

total number of printed pages-4

1 SEM MBA (FT) NCBCS CAM (O)

2021

(held in February/March, 2022)

BUSINESS ADMINISTRATION

Paper : BM-107

(Computer Applications in Management)

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

State True/False for the following : (iii)
1×5=5

- (i) Scanner is an example of output device.
- (ii) RDBMS stands for Regional Database Management System.
- (iii) Windows10 is an example of system software.
- (iv) The extension of MS-Word file is .docx.
- (v) WinZip is an example of utility software.

Contd.

2. Answer the following as directed : $1 \times 5 = 5$
(i) 2GB = _____ Bytes.

(Fill in the blank)

(ii) What is switching in computer network?

(iii) https stands for _____.

(Fill in the blank)

(iv) What is the basic component of second generation computer?

(v) HTML stands for _____.

(Fill in the blank)

3. Answer the following : $2 \times 5 = 10$

(i) $(1249.37)_{10} = (?)_8$

(ii) $(AC2.301)_{16} = (?)_8$

(iii) What is co-axial cable?

(iv) What is Firewall?

(v) What is an algorithm?

4. Answer the following : **(any five)**

(i) What is memory of a computer? Explain different types of memory of a computer. $2+8=10$

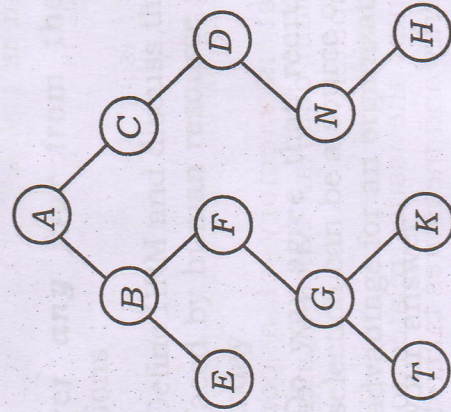
(ii) Discuss the issues related to network security and measures taken to ensure network security. 10

(iii) Differentiate between E-commerce and traditional trading system. Discuss its advantages and disadvantages. 10

(iv) Sort the following elements in ascending order using selection sort technique and find the value '35' using binary search technique after sorting.
52, 90, 7, 29, 35, 61, 7, 21.
 $5+5=10$

(v) Classify different types of Business files. Discuss various file operations.
 $5+5=10$

(vi) Write the algorithms of Push and Pop operations of a stack. Find the Preorder, Inorder and Postorder traversal of the following binary tree. $4+6=10$



(vii) What is Software? Classify the types of software with example. Discuss different functions of operating system.

1+2+7=10

Define Job Analysis as needed in an organization
 1 SEM MBA (FT) NCBCS HRM (O)

Discuss a few additional as well as (held in February/March, 2022)

BUSINESS ADMINISTRATION

Paper : BM-106

(Human Resource Management)

Full Marks : 70

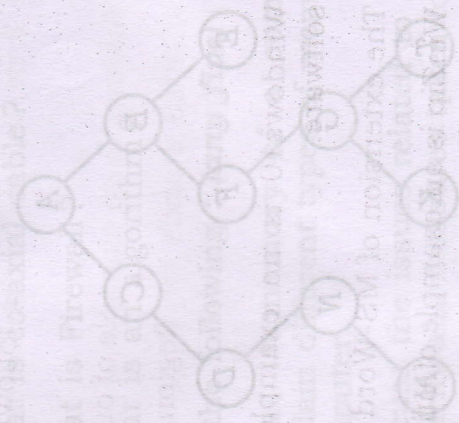
Time : Three hours

The figures in the margin indicate full marks for the questions.

Answer any four from the following questions :
 14×4=56

(a) Define HRM and discuss the challenges faced by human resource managers of today.
 3+11=14

(b) Do you agree that recruitment and selection can be a source of competitive advantage for an organization? Justify your answer.
 14



(c) Define Job Analysis. Discuss why Job Analysis is needed in an organisation
3+11=14

(d) Discuss a few traditional as well as modern methods of Performance Appraisal.
7+7=14

(e) Define Wage and Salary. Discuss the various methods of Wage Payments.
4+10=14

(f) Discuss a few "off-the-job" methods of training employees in an organization.
14

2. Write short notes on : (any two) 7x2=14

- (a) Objectives of HRM
- (b) Job Evaluation

(c) HRIS

(d) Errors of Performance Appraisal

(b) Do you agree that recruitment and selection can be a source of competitive advantage for an organization? Justify

1 SEM MBA (FT) NCBCS AM

2022
(December)

BUSINESS ADMINISTRATION

Paper : 10500
(Accounting for Managers)

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

Answer any five questions from the following :

(a) Briefly explain the accounting concepts and conventions applicable for corporate firms in India. 10

(b) Discuss in brief, different techniques of cost accounting which helps the management in the control and management of cost. 10

- (c) What do you mean by depreciation. Explain the need of charging depreciation. Also explain any two methods of charging depreciation with suitable example. $2+2+6=10$
- (d) Explain zero based budgeting citing its usefulness. Also discuss the importance of budgetary control for efficient management control. $5+5=10$
- (e) The following are the budgeted expenses for 10,000 units of a product

	Per unit (₹)
Direct material	60
Direct labour	30
Factory variable overhead	25
Fixed overhead in factory (₹1,50,000)	15
Variable expenses (direct)	5
Selling expenses (10% fixed)	15
Administrative expenses (fixed)	5
Distribution expenses (variable)	5
	<hr/>
	160

Prepare a budget for the production of 6,000 and 8,000 units showing distinctly marginal cost and total cost. 10

- (f) From the following information, calculate :

- (i) P/V ratio
(ii) Break even point
(iii) Margin of Safety

Given that,
Total sales - ₹ 3,60,000
Selling price per unit ₹ 100
Variable cost per unit ₹ 50
Fixed cost - ₹ 1,00,000

- (iv) If the selling price is reduced to ₹ 90, by how much is the margin of safety reduced.

- (g) Write short notes on the following :
 $2 \times 5 = 10$

- (i) Human Resource Accounting
(ii) Value Added Accounting
(iii) LIFO and FIFO method of inventory valuation
(iv) EOQ
(v) Cost Accounting vs Management Accounting

2. (a) From the following Trial Balance Deloitte Pvt. Ltd, prepare a Trading and Profit and Loss Account for the year ended 31st March, 2022 and a Balance Sheet as on that date :

Dr. Balance	Amount (₹)	Cr. Balance	Amount (₹)
Opening stock	20,000	Sales	2,70,000
Purchases	80,000	Purchase	
Sales returns	6,000	Return	4,000
Carriage inward	3,600	Discount	5,200
Carriage outward	800	Sundry	
Wages	42,000	Creditors	25,000
Salaries	27,500	Bills payable	1,800
Plant & Machinery	90,000	Capital	75,000
Furniture	8,000		
Sundry Debtors	52,000		
Bills Receivable	2,500		
Cash in Hand	6,300		
Travelling expenses	3,700		
Factory lighting	1,400		
Rent and Taxes	7,200		
General Expenses	10,500		
Insurance	1,500		
Drawings	18,000		
	3,81,000		3,81,000

Adjustments :

- (a) Stock on 31st March, 2022 was valued at ₹ 24,000 (Market value ₹ 30,000)
- (b) Wages outstanding for March, 2022 amounted to ₹ 3,000
- (c) Salaries outstanding for March, 2022 amounted to ₹ 2500
- (d) Prepaid Insurance amounted to ₹ 300
- (e) Provide depreciation on Plant and Machinery at 5% and on Furniture at 20%.

Or.

- (b) Moto Ltd. purchased on 1st April, 2018 a plant for ₹ 80,000. On 1st July, 2019 it purchased additional plant costing ₹ 48,000. On 1st December, 2020, the plant purchased on 1st April, 2018 was sold off for ₹ 42,000 and on the same date fresh plant was purchased at the cost of ₹ 75,000. Depreciation is provided at 10% per annum on the Diminishing Balance Method every year. Accounts are closed each year on 31st March. Show the Plant Account for 3 years.

1 number of printed pages-2

1 SEM MBA (FT) NCBCS ME

2022

(December)

BUSINESS ADMINISTRATION

Paper : 10400

(**Managerial Economics**)

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

Attempt **any two** questions from below :

- (a) Discuss about the role of micro and macroeconomic activities that help a manager in business decision making. 10
- (b) What is opportunity cost? Discuss how does it help in business decision making. 4+6=10
- (c) Write an elaborate note on the different phases of the returns to scale. Draw the appropriate diagrams to support your answer. 10

Contd.

2. Attempt **any two** questions from below

- (a) Compare and contrast between monopoly and monopolistic market structure.
- (b) Differentiate among price elasticity, income elasticity and cross elasticity of demand.
- (c) Differentiate among the concepts Average cost, Marginal cost and Total cost.

3. Attempt **any two** questions from below :

- (a) Discuss about the need of price control. Also mention about the measures areas of production process where of price control is required. $3+7=10$
- (b) Define National Income. What are the uses of National Income for a business organisation? $2+8=10$
- (c) State the characteristics of an inflationary economy. And also mention what the government can do to deal with inflation. $6+4=10$

al number of printed pages-2

1 SEM MBA (FT) NCBCS OT & B

2022

(December)

BUSINESS ADMINISTRATION

Paper : 10300

Organizational Theory and Behaviour

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

State the need for OB study and elaborate on the different branches of study which have contributed to OB study. Cite examples. $4+8=12$

Answer **any two** from the following :

$12 \times 2 = 24$

- (a) Define learning and elaborate on the classical conditioning theory of learning clearly stating the theory's significance and limitations. $2+5+2+3=12$

(b) Define perception and elaborate on some perceptual shortcuts people generally use to form opinions about others. 2+10=12

(c) Define a leader. Elaborate on Fiedler's contingency theory of leadership. Also state the theory's limitations. 2+7+3=12

3. Answer **any two** from the following :
12×2=24

(a) Define nonverbal communication. Explain para language and proxemics as components of non verbal communication. 2+5+5=12

(b) Give an appropriate classification of groups and explain the five stage model of group formation. 4+8=12

(c) Give brief notes on the following :
6+6=12

(i) Group think

(ii) Group shift

number of printed pages-2
1 SEM MBA (FT) NCBCS PoM (N)

2021

(held in February/March, 2022)

BUSINESS ADMINISTRATION
(Principles of Management)

Paper : 10200

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

"Planning is an intellectual process, the conscious determination of courses of action, the basing of decisions on purpose, acts and considered estimates." Discuss. 12

Briefly discuss the bases of departmentation with relative merits and demerits of each. 12

Or

Describe one Classical theory, one Neo-classical theory and one Modern theory of management in brief. 4+4+4=12

Contd.

3. What is 'Span of Management'? Briefly discuss the factors determining the span of management.

Or

Explain the meaning and process of 'Management by objectives'.

4. What is coordination? State its importance in management. Elaborate the types and techniques of coordination.

Or

Elaborate the concept of Managerial control.

5. Write short notes on : (any two)

- (a) Matrix structure
- (b) Decision tree
- (c) Management by exception
- (d) Systems approach.

Serial number of printed pages-3

1 SEM MBA (FT) NCBCS BE (O)

2021

(held in February/March, 2022)

BUSINESS ADMINISTRATION

Paper : BM-101

(Business Environment)

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

Write short note on : (any four)

- (i) What is meant by Micro Environment and Macro Business Environment ?
- (ii) Role of private sector in India.
- (iii) Problems faced by small scale and cottage industries.
- (iv) Role of transportation in economic development of the country.

(v) Problems and future prospects of iron and steel industries with example.

2. Answer **any five** from the following questions: $10 \times 5 = 50$

(i) To what extent the New Economic Policy of India has been helpful in the country's economic development? What are its merits and demerits? Give suggestions to remove them. $4+3+3=10$

(ii) What is Demographic Transition? Explain the various stages of demographic transition. $4+6=10$

(iii) Describe the nature and significance of business environment. 10

(iv) Discuss in detail, the recent development policy in Public Sector of India. 10

(v) Explain tariff and non-tariff barrier. 10

(vi) Explain the significance of agriculture in the service sector domination in India. 10

(vii) Discuss the various ways to maintain a balance between natural environment and development to survive. 10

total number of printed pages-3

1 SEM MBA FT (O) BM 7

2019

(December)

BUSINESS ADMINISTRATION

Paper : BM-107

Computer Application in Management

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

Fill in the blanks : $1 \times 10 = 10$

- (a) 1024MB is equal to _____ GB.
- (b) A set of instructions is called a _____.
- (c) Tally is an example of _____ Management System.
- (d) Caps Lock, Num Lock and Scroll Lock are collectively called _____ key.
- (e) TCP/IP is a _____ protocol.

Contd.

- (f) Operating System is a _____ software.
- (g) _____ is the program that translates source code from a high-level programming language to a lower-level language.
- (h) MS Windows is an _____.
- (i) Debugging is the process of finding _____ in a program.
- (j) Matrix is an example of _____ dimensional array.
2. Write a program in C to generate Fibonacci series.
3. Write a program in C to check whether a entered letter is a vowel or a consonant.
4. Answer **any five** questions:
- (a) What is MS Excel? Write its features. 3+7=10
- (b) What is a Financial Accounting Software? Describe the features commonly found in FAS. 2+8=10

- (c) What is a stack? What are the operations involved in a stack? Explain. 2+8=10
- (d) What is a Business File? Explain Backup and File recovery procedures. 2+8=10
- (e) Write short notes on: 2×5=10
- (i) Record and File
- (ii) Verification
- (iii) Array
- (iv) Queue
- (v) Data collection.
- (f) What is a Binary Tree? Draw binary search tree for the numbers: 3+7=10
- 28, 19, 13, 31, 7, 11, 0
- (g) What is Data processing? Discuss about various modes of Data processing. 2+8=10

number of printed pages-3

1 SEM MBA FT(O) BM6

2019

(December)

BUSINESS ADMINISTRATION

Paper : BM-106

(Human Resource Management)

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

Answer **any two** of the following :

14×2=28

(a) State the differences between Personnel Management and Human Resource Management. Also state some objectives of HRM. 4+10

(b) State the differences between Job analysis and Job evaluation. Also elaborate on the steps required for an effective Job analysis. 5+9

Contd.

(c) State the differences between Recruitment and Selection. Also state some external and internal sources of recruitment. 3+

2. Answer **any two** of the following : 14×2=28

(a) Define Performance Appraisal and elaborate on some techniques and methods of Performance Appraisal. 3+1

(b) State the differences between incentives and incentive. Also mention some advantages and disadvantages of using incentives as a component of the compensation package. 3+1

(c) State the differences between training and development. Also state the importance of Induction and Orientation Programmes of Human Resource. 6+

3. Write short notes on **any two** of the following: 7×2=14

(a) New areas of research in HRM

(b) Technical and Political environment influencing HRM

(c) The need for HRP.

Number of printed pages-7

1 SEM MBA FT (O) BM 5

2019

(December)

BUSINESS ADMINISTRATION

Paper : 105

(Accounting for Managers)

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

(a) The Trial Balance of M/s. Padma Commercial as on 31st March, 2018 was as follows:

Particulars	Debit (Rs.)	Credit (Rs.)
Capital	—	1,80,000
Stock as on 1.4.2017	9,000	—
Purchases	64,500	—

Contd.

Sales	—	1,19,000
Sales Return	2,000	—
Wages	16,000	—
Manufacturing Exps.	12,000	—
Salaries	8,000	—
Insurance	1,500	—
Postages	100	—
Advertisement	1,000	—
Bad Debts	300	—
Bills Payable	—	12,000
Discount	—	50
Land & Building	90,000	—
Plant & Machinery	70,000	—
Furniture	1,000	—
Sundry Debtors	25,400	—
Sundry Creditors	—	42,000
Drawings	3,200	—
Cash in hand	500	—
Cash at bank	49,000	—
	3,53,500	3,53,500

Prepare Trading and Profit & Loss Account for the year ending 31st March, 2018 and a Balance Sheet as on that date after taking into consideration the following:

- Stock on 31st March, 2017 was Rs. 20,000.
- Outstanding expenses: Salaries Rs. 1,000 & Wages Rs. 2000.
- Provide depreciation on land & building @ 5%, on furniture @ 10% and on plant & machinery @ 5% p.a.
- Write off Bad debt of Rs. 400.

Or

- (i) Mention and discuss some of the accounting concepts that are useful for a business firm. 7
- (ii) Distinguish between Cost and Management Accounting. 7
- (a) (i) What is depreciation? Explain the causes of depreciation.
- (ii) What do you mean by FIFO Method of Inventory valuation. Mention its advantages. 7

Or

(b) What do you mean by Fund Flow Statement? Mention the distinction between Fund Flow Statement and Cash Flow Statement. 6

3. (a) In a factory a Product passes through two Processes A and B. A loss of 5% allowed in Process A and 2% in Process B.

During April, 2010, 10,000 units of material costing Rs. 6 per unit were introduced in Process A. The other costs are:

	Process A	Process B
	Rs.	Rs.
Material	—	6,140
Labour	10,000	6,000
Overheads	6,000	4,600

The output was 9,300 units from Process A and 9,200 units from Process B.

8,000 units of the finished Product were sold @ Rs. 15 per unit. The selling and distribution expenses were Rs. 2 per unit. Prepare Process Accounts and a Statement of P/L of the firm for April, 2010.

Or

(i) What is Reconciliation Statement? State the reasons of disagreement in profit figures in Cost Accounts and Financial Accounts. 2+5

(ii) Explain the importance of Management Accounting in a Corporate firm. 7

(a) XYZ Ltd. has prepared a budget for the Production of 10,000 units of commodity manufactured by it for a costing period as follows: 14

	Rs. (Per unit)
Ran Materials	25
Direct Labour	15
Direct Expenses	5
Works overhead (60% Fixed)	20
Administration overheads	10
(20% variable)	
Selling overheads	8
(50% fixed)	

The XYZ Ltd. decided to produce only 8000 and 6000 units in the future periods. Prepare revised budget in order to show cost per unit.

Or

- (b) (i) What is Zero Based Budgeting (ZBB)? Explain the advantages ZBB.
- (ii) Explain the importance of Performance Budgeting.

5. (a) The following data are available from the records of a company:

	Rs.
Sales	60,000
Variable Cost	30,000
Fixed Cost	15,000

you are required to :

Calculate -

- (i) P/V Ratio, BEP (Rs.) and M/S at this level.
- (ii) The effect of 10% increase in Sale price.
- (iii) The effect of 10% decrease in Sale price.

Or

- (b) (i) What is Variance Analysis? Explain the importance of Variance Analysis. 7
- (ii) Bring out the difference between Marginal Costing and Absorption Costing. 7

number of printed pages-2

1 SEM MBA FT (N) 4 ME

2019

(December)

BUSINESS ADMINISTRATION

Paper : 10400

(Managerial Economics)

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

Answer **any five** of the following : $8 \times 5 = 40$

- (a) Discuss about the role of Managerial Economist in Business decision-making. 8
- (b) Discuss about the practical implications of the concept of the elasticity of demand. 8
- (c) Differentiate among marginal, average and total cost with the help of table and graphs. 8

Contd.

(d) Discuss about the various controlling measures.

(e) Discuss the modern theory of cycle.

(f) Analyse the micro and macro concepts of economics. Answer should be supported by sufficient number of examples.

(g) Write a note on the concept of demand and supply of money.

2. Answer **any two** of the following:

10×2=

(a) Discuss about the advantages and disadvantages of large scale production.

(b) What is perfect competition? What are its features?

(c) Define National Income. What are the uses of National Income for a business organisation?

(d) What is Oligopoly? Discuss about the characteristics of Oligopoly. 4+6=

number of printed pages-3

1 SEM MBA FT (N) 3 OTB

2019

(December)

BUSINESS ADMINISTRATION

Paper : 10300

(Organization Theory and Behaviour)

Full Marks : 60

Time : Three hours

The figures in the margin indicate full marks for the questions.

Answer **any two** of the following : 12×2=24

(a) Elaborate on the Classical Conditioning theory of learning and Operant Conditioning theory of learning. State their significance and also the relationship between the two. 4+4+4

(b) Elaborate on the factors impacting formation and change of attitude. 6+6

(c) "Machiavellianism, Locus of Control, Type A & Type B and Self-Monitoring are four important personal attributes/traits." Elaborate.

3+3+3=9

2. Answer **any two** of the following :

12×2=24

(a) Elaborate on Victor Vroom's Expectancy theory of Motivation and explain its implications for employee motivation. 8+

(b) Explain Fred Fiedler's Contingency theory of leadership and mention its significance in understanding leadership styles. 8+

(c) Elaborate on some barriers to effective communication clearly dividing them into two categories : Receiver-oriented barriers and Sender-oriented barriers. 6+

3. Give brief answers to **any two** of the following : 6×2=12

(a) The five-stage model of group formation.

(b) The phenomenon of 'Group Shift' in group behaviour and its implications.

(c) Moods and types of emotions.

(d) Types of job related attitudes.

number of printed pages - 2

1 SEM MBA FT (O) BM 2

2019

(December)

BUSINESS ADMINISTRATION

Paper : BM - 102

(Principles of Management)

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

Define Management and discuss the importance of Management. How is Management different from Administration? 7+7=14

Answer any two of the following : 14×2=28

- (a) Explain in detail about the contribution of Hawthorne experiments towards the development of Management thoughts. 14

Contd.

(b) Explain the process of MBO. What are the benefits and limitations of MBO? How will you overcome the limitations?
5+5+4=14

(c) What are the different bases of departmentation? Compare departmentation by process and product.
10+4=14

(d) Distinguish between delegation and decentralisation. What obstacles stand in the way of effective delegation of authority?
8+6=14

3. Write brief notes on : (any two) 7×2=14

(a) Management by exception

(b) Span of Management

(c) Management audit

(d) Committee.

4. State the characteristics of a good control system. Explain two traditional and two modern techniques of control.
5+9=14

Total number of printed pages-4

1 SEM MBA (NCBCS) CAM 700 (O)

2018

(December)

BUSINESS ADMINISTRATION

Paper : 10700

(Computer Application in Management)
(Old Course)

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

1. Fill up the blanks : 1×10=10
- (a) Caps lock, Num lock, and Scroll lock are collectively called _____ keys.
- (b) In MS Excel, #DIV/0! corresponds to a/an _____.
- (c) CDs, DVDs, and Blu-ray discs are all types of _____ media.

(d) Errors in software programs are commonly called _____.

(e) _____ is the protocol used to access Web pages.

(f) The current version of Tally is called _____.

(g) A program in execution is called a _____.

(h) The physical / logical drive where the operating system is installed is called _____.

(i) Android apps installer files have the extension _____.

(j) 4 bits can be used to represent _____ values.

2. Do the following number conversion : 5
 $(345.6)_8 = (\quad)_2$

3. Write a C program to show the use of the switch statement. 5

4. Answer **any five** questions : 10x5=50

(a) "Computers have evolved to a state where they are now competing with humans." Critically examine this statement. 10

(b) Describe about various functions of office systems. 10

(c) What is a Financial Accounting software? Describe the features commonly found in FAS. 2+8=10

(d) What is binary search? Draw a binary search tree for the numbers : 20, 45, 7, 37, 28, 9, 3, 22, 0. Give inorder and preorder traversals for the binary search tree constructed. 2+2+4=10

(e) Write a note on the use of Internet in today's business organizations. What kind of threats are organizations facing because of the Internet? Describe. 5+5=10

(f) Explain about various types of memory used in today's computer systems by illustrating the memory hierarchy. 10

Total number of printed pages-7

1 SEM MBA (NCBCS) AM 500 (O)

2018

(December)

BUSINESS ADMINISTRATION

Paper : 10500

(Accounting for Managers)

(Old Course)

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

1. Explain the accounting concepts and conventions practised by an accountant. 14

Or

From the following Trial Balance of M/s. Shyam Brothers, prepare Trading and Profit & Loss A/c as well as Balance Sheet for the year ending on 31st December, 2016. 14

Contd.

(g) What is data processing? Discuss about various modes of data processing. 2+8=10

(h) In the context of a computer network, discuss about various media and devices. 10

	Debit Balance (Rs.)	Credit Balance (Rs.)
Capital		2,00,000
Sales		1,50,000
Opening Stock	10,000	
Purchases	70,000	
Wages	10,000	
Octroi Duty	5,000	
Factory Rent	5,000	
Fuel	1,000	
Machinery	80,000	
Building	1,00,000	
Loan from Bank		50,000
Creditors		10,000
Debtors	15,000	
Provision for Doubtful Debt		1,000
Bad Debts	1,500	
Postage & Stationery	2,500	
Cash at Bank	50,000	
Furniture	31,000	
Salary	30,000	
	<u>4,11,000</u>	<u>4,11,000</u>

Adjustments :

- (i) Closing stock Rs. 50,000
- (ii) Depreciation on machinery @ 10% p.a. and on building @ 8% p.a.
- (iii) Create bad debt for Rs. 1,000 and provision for doubtful debts for Rs. 500
- (iv) Outstanding wages Rs. 10,000

2. Following is the summary of cash transactions extracted in the books of M/s. Long Limited.

Receipts	Rs.	Payments	Rs.
Balance on 1.4.07	1,000	Payment to suppliers	40,000
Issue of shares	6,000	Payment for fixed assets	4,000
Receipt from customers	56,000	Payment for overhead	4,000
Sale of fixed assets	2,000	Wages & Salaries	2,000
		Taxation	5,000
		Dividends	1,000
		Repayment of bank loan	6,000
		Balance c/d	3,000
	<u>65,000</u>		<u>65,000</u>

You are required to prepare a Cash Flow Statement of the company for the period ended on 31st March, 2008 in accordance with AS-3 (Revised) by direct method. 14

Or

On 1-1-2010, a firm purchased a machinery for Rs. 1,00,000 and spent Rs. 15,000 for its installation. On 1-9-2012, the firm purchased another machinery for Rs. 40,000. On 31-10-2013, the firm sold

the earlier machinery at a profit of Rs. 2,000. The firm writes off depreciation @ 10% p.a. on written down value method. Accounts are to be closed on 31st December every year. Prepare Machinery A/c as well as Depreciation A/c for 5 years. 14

3. ABC Ltd. has prepared a budget for the production of 10,000 units of a commodity manufactured by it for a period as follows :

	Rs. (per unit)
Raw materials	10
Direct labour	8
Direct expenses	5
Work overheads (Fixed 50%)	15
Administration overheads (Variable 40%)	10
Selling and distribution overheads	7
Total Cost	<u>55</u>

ABC Ltd. decided to produce only 7,000 units, 8,000 units and 9,000 units in the future periods. Prepare a revised budget in order to show cost per unit. 14

Or

The net profit of XYZ Ltd. appeared at Rs. 60,652 as per financial records while the cost books showed a profit of Rs. 86,200 for the same period ending on 31st March, 2010. On scrutiny of the figures from both sets of accounts revealed the following facts :

	Rs.
Work overheads under-recovered in costs	1,560
Administration overheads over-recovered in costs	850
Depreciation charged in financial accounts	5,600
Depreciation recovered in costs	6,250
Interest on investment not included in costs	4,000
Loss due to obsolescence charged in financial accounts	2,850
Income tax provided in financial accounts	20,150
Bank interest credited in financial book	375
Stores adjustment credited in financial book	237

Valuation of opening stock in :

Cost account	24,800
Financial account	26,300
Interest charged in cost accounts	2,000
Goodwill written off	5,000
Loss on sale of furniture	600

Reconcile the profit figures. 14

4. (a) From the following data, you are required to calculate

- (i) P/V ratio;
- (ii) break-even sales;
- (iii) sales required to earn a profit of Rs. 4,50,000 :

Fixed expenses Rs. 90,000

Variable cost per unit :

Direct material Rs. 5

Direct labour Rs. 2

Overheads 100% of direct labour

Selling price per unit Rs. 12

Or

- (b) (i) Explain the nature and scope of performance budgeting. 7
- (ii) Explain the significance of zero-based budgeting. 7

5. What is Cash Flow Statement? How is it different from Fund Flow Statement? Discuss the significance of Cash Flow Statement. 3+3+8=14

Or

Write short notes on the following: 7+7=14

- (a) Standard costing and its significance
- (b) Absorption costing v/s. Marginal costing

Total number of printed pages-2

1 SEM MBA (NCBCS) PoM 200

2018

(December)

BUSINESS ADMINISTRATION

Paper : 10200

(Principles of Management)

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

1. Explain the concept of Management and elaborate on the evolution of modern management thoughts. 5+9=14
2. Answer **any two** from the following :
2×14=28
 - (a) Highlight the significance of planning and elaborate on the different types of planning, citing suitable examples.

Contd.

(b) Describe one classical, one neo-classical and one modern theory of organisation in brief.

(c) Elaborate on the different bases of departmentation and also distinguish between product and process departmentation.

3. Give brief answers to **any four** from the following:
4×7=28

(a) Distinguish between management audit and social audit, citing examples.

(b) Explain human aspects in control, citing examples.

(c) Explain line and staff conflict and cooperation.

(d) Explain formal and informal organisation structure, citing examples.

(e) Explain the Decision Tree Analysis.

(f) Explain the Systems approach to management.

Total number of printed pages-3

1 SEM MBA (NCBCS) BE 100 (O)

2018

(December)

BUSINESS ADMINISTRATION

Paper : 10100

(Business Environment)

(Old Course)

Full Marks : 70

Time : Three hours

The figures in the margin indicate full marks for the questions.

1. (a) Discuss in detail, the various elements of Business Environment. 14

OR

(b) What are the basic features of Indian Planning? Discuss the changes after the implementation of NITI Aayog.

7+7=14

2. (a) Discuss in detail, the various government policies implemented from time to time to check population growth. 14

OR

(b) Bring out the negatives and positives of population growth in a Nation like India. 14

3. (a) Write in detail, the various problems faced by the people engaged in agricultural sector in India. Discuss how GOI is trying to eradicate them. 7+7=14

OR

(b) Write a detailed note on the role of co-operative movement in the rural life of India. 14

4. (a) Write a note on the Industrial Policy of India. Discuss how it is helping India's Industrial development. 7+7=14

OR

(b) Explain the role of small scale and cottage industries in the development of the Indian economy. Discuss in detail. Also bring out the problems faced by them. 7+7=14

5. (a) Discuss the various recent changes in India's foreign trade policy and its effect on the economy. 14

OR

(b) Discuss in detail, the contribution of India's Transport System towards its economic development. 14