

**Assignment**  
**Bachelor of Business Administration**  
(Through Distance Education)

**BBA III Year**

**Session: 2015-16**



**Directorate of Distance Education**  
**Guru Jambheshwar University of Science & Technology**  
**Hisar**

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**MBA Programme, DDE, GJUS& T**

**Programme: BBA III**

**Course: Entrepreneurship Development**

**Code: BBA-301**

**Important Instructions**

Attempt all three questions from each assignment given below. All questions are to be attempted in legible handwriting on plane white A 4 size papers and handed over for evaluation to the study centres concerned. Each question carries 5 marks and the total marks are 15.

**ASSIGNMENT-I**

**(15 Marks)**

- Q1. Define Entrepreneur. Explain the qualities, characteristics and pre requisites of entrepreneur.
- Q2. Discuss the role of government in the entrepreneurship development.
- Q3. Differentiate the financial and operational feasibility of a project.

**ASSIGNMENT-II**

**(15 Marks)**

- Q1. Discuss various entrepreneurship schemes in India.
- Q2. What is project report? Explain the steps for preparing a project report.
- Q3. Elaborate the various problems of business and reasons for the failure of business.

**Programme: BBA III**

**Course: Human Resource Management**

**Code: BBA-302**

**Important Instructions**

Attempt all three questions from each assignment given below. All questions are to be attempted in legible handwriting on plane white A 4 size papers and handed over for evaluation to the study centres concerned. Each question carries 5 marks and the total marks are 15.

**ASSIGNMENT -I**

**(15 Marks)**

- Q1. What do you mean by HRM? Discuss Objectives and scope of Human Resource Management.
- Q2. What is training? What are the inputs required for training? Explain the steps in training process?
- Q3. What is collective bargaining? What precautions should be taken while handling the negotiation process for effective and successful collective bargaining?

**ASSIGNMENT-II**

**(15 Marks)**

- Q1. Explain the term WPM? What are the prerequisites for its success? Bring out its importance and importance?
- Q2. What do you understand by 'Job Evaluation'? Explain the pre-requisites and objects of job evaluation.
- Q3. Write short notes:
  - (a) Basis of promotion
  - (b) Sources of Recruitment

**Programme: BBA III**

**Course: Production Management**

**Code: BBA-303**

**Important Instructions**

Attempt all three questions from each assignment given below. All questions are to be attempted in legible handwriting on plain white A 4 size papers and handed over for evaluation to the study centres concerned. Each question carries 5 marks and the total marks are 15.

**ASSIGNMENT-I**

**(15 Marks)**

Q1. Define the term 'Production function'. Discuss its importance in modern world.

Q2. What are the important systems of production? Discuss the job order production in detail.

Q3. Define in detail:

(i) Productivity

(ii) Work study

**ASSIGNMENT-II**

**(15 Marks)**

Q1. Define quality control and tell how it is different from inspection. Also discuss how a control chart is constructed and interpreted.

Q2. Explain steps in the process of production planning and control.

Q3. What are different methods of demand forecasting? Discuss their merits and demerits in brief.

**Programme: BBA III**

**Course: Cost & Managerial Accounting**

**Code: BBA-304**

**Important Instructions**

Attempt all three questions from each assignment given below. All questions are to be attempted in legible handwriting on plane white A 4 size papers and handed over for evaluation to the study centres concerned. Each question carries 5 marks and the total marks are 15.

**ASSIGNMENT-I**

**(15 Marks)**

- Q1. Explain the meaning, nature and scope of management accounting. Is it different from cost accounting? Discuss how the cost sheet is prepared.
- Q2. What are job & Batch costing? Explain with examples. Is batch costing relevant in modern times.
- Q3. Explain the term overheads; discuss its classification, allocation and absorption procedures.

**ASSIGNMENT-II**

**(15 Marks)**

- Q1. Discuss the role of marginal costing in the modern times. How can you calculate P/V Ratio, Break-even-point and key factor?
- Q2. What do you mean by analysis and interpretation of financial statements? What are different methods based on which you can report the financial performance of a company?
- Q3. Fund flow statement is more comprehensive than cash flow statement'' Do you agree?

**Programme: BBA III**

**Course: Sales Management**

**Code: BBA-305**

**Important Instructions**

Attempt all three questions from each assignment given below. All questions are to be attempted in legible handwriting on plain white A 4 size papers and handed over for evaluation to the study centres concerned. Each question carries 5 marks and the total marks are 15.

**ASSIGNMENT-I**

**(15 Marks)**

Q1. Define and distinguish sales management from marketing management. Briefly explain the importance of sales management in changing world of business.

Q2. What are different functions and roles a sales manager has to perform?

Q3. What do you mean by 'sales forecasting'? Explain the importance and various techniques of sales forecasting.

**ASSIGNMENT-II**

**(15 Marks)**

Q1. Discuss various types of sales organizations and explain their merits and demerits.

Q2. Write an essay on the techniques used for determining size of sales force, in the organizations.

Q3. What do you understand by sales budget? Explain the methods of controlling salesmen.

**Programme: BBA III**

**Course: Income Tax Law & Practice**

**Code: BBA-306**

**Important Instructions**

Attempt all three questions from each assignment given below. All questions are to be attempted in legible handwriting on plane white A 4 size papers and handed over for evaluation to the study centres concerned. Each question carries 5 marks and the total marks are 15.

**ASSIGNMENT-I**

**(15 Marks)**

Q1. Explain the provisions relating to such income, which are neither included in total income nor income tax payable on them.

Q2. Write short notes on the following:

- a) Double taxation
- b) Tax law requirements for accounting system

Q3. "The incidence of taxation depends on the residential status of an assessee." Discuss and illustrate.

**ASSIGNMENT-II**

**(15 Marks)**

Q1. Discuss and elaborate the duties and right of income tax authorities in India.

Q2. Define annual income under house property head of income, what are different deductions available u/s 24 of income tax.

Q3. Write a detailed note on the provisions relating to set off and carry forward of losses. Is there any difference between normal business losses and speculative losses for this purpose