#### **Assignment Master of Business Administration**

(Through Distance Education)

(Odd Semester)

**MBA III Semester** 

**Session: 2015-16** 



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

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#### GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR

#### DIRECTORATE OF DISTANCE EDUCATION ASSIGNMENT (PART I)

**Programme: MBA Semester: III** 

Course: Principles of Insurance Code: FM-306

- 1. "Insurance is more than merely a financial product". Do you agree with this statement? Justify by giving illustrations on meaning, nature, scope, importance and types of insurance.
- 2. "As the regulator of insurance industry in India the role of IRDA has taken paradigmatic shifts"? Explain the functions and objectives of the IRDA in monitoring and regulating insurance sector in India. How far IRDA has been successful in achieving the objectives for which it was established?
- 3. What are the various constituents of insurance environments? Discuss the impact of external factors on insurance environment.

Programme: MBA Semester: III

Course: Principles of Insurance Code: FM-306

- 1. As an adviser in insurance company you have to adopt a particular procedure for settlement of claims. Describe the procedure for settlement of claims under a life insurance contact. Do the claim settlement procedures adopted by public and private insurers differ?
- 2. From the official web-site of IRDA and annual reports of the IRDA, prepare a detailed account of performance of insurance sector in India during the last five years.
- 3. From the reliable resources obtained from official websites and documents in public domain, compare the product specifications of life insurance companies in public and private sector. Do you think that the recent proposed Bill to open insurance sector for foreign players will help boost the demand of insurance in India? Justify.

**Programme: MBA Semester: III** 

Course: Security Analysis & Investment Management

Code: FM-304

- Q1.Describe the various forms of market efficiency. What are the implications of EHM for 'security analysis and port-folio management? Discuss with assumptions.
- Q2. What are the requirements for listing of equity shares at a stock exchange? Also discuss the procedures for listing according to SEBI provisions.
- Q3. Explain main features and limitation of the following investment alternatives:
- (a) Real estate
- (b) Precious metals
- (c) Call money market
- (d) Commercial Papers
- (e) Convertible debentures

Programme: MBA Semester: III

**Course: Security Analysis & Investment Management** 

Code: FM-304

- 1. What are the various tools of analysis used by technicians for investment decisions? Also state the recent developments that have take place in the Indian Stock Markets.
- 2. Describe with illustrations, various theories of valuation of fixed income and variable income securities.
- 3. What do you mean by Sensex? Explain its composition for construction of sensex and what are the criteria of determining its composition? Also describe the role of brokers and traders in stock market.

**Programme : MBA Semester : III** 

**Course: Management of Financial Institutions** 

Code: FM-305

#### **Important Instructions**

- Q1. Define financial institution? How they are different from banks? Do you think that in the era of universal banking the relevance of financial institutions has lost grounds? Discuss the role and importance of financial institution?
- Q2 How will you evaluate the risks and returns of assets and liabilities of financial institutions? What are various types of risk in financial institutions? Explain their nature and strategies to mitigate.
- Q3 What is the impact of interest rate on an economy? How short term and long term interest rate co-related?

Programme: MBA Semester: III

**Course: Management of Financial Institutions** 

Code: FM-305

#### **Important Instructions**

- 1. Explain the working and organization of Life Insurance Corporation of India (LIC) .With the help of available information on web —site of LIC discuss the types of risks involved in various kinds of life insurance policies.
- 2. "Financial Planning is more than understanding and suggesting the investors about the investment avenues." Justify this argument by illustrating the nature, role, relevance and importance of financial planning by investment companies.
- 3. Comment on the following:
  - a. Monetary and credit policy of RBI
  - b. Risk Management techniques of banks
  - c. Development financial Institutions

**Programme : MBA Semester : III** 

**Course: Business Policy & Strategic Management** 

Code: CP-301

#### **Important Instructions**

- 1. If you are working as Chief Manager (Corporate Strategy) in an organization, then how would you design the Business Policy? Also describe the process of strategic management with suitable illustrations.
- 2. Explain the terms vision, mission and objectives and goals from strategic management perspectives. Do you think that these are same for service and manufacturing organizations? Justify the argument with suitable illustrations.
- 3. Discuss and compare BCG matrix and GE- nine cell models with suitable illustration. How the strategic decisions are influenced by application of these models?

Programme : MBA Semester : III

**Course: Business Policy & Strategic Management** 

Code: CP-301

#### **Important Instructions**

- 1. Elaborate the concept of competitive advantage with examples from Indian Industry.
- 2. How the Experience Curve and Industry Analysis are important in the context of strategy formulation and planning? Illustrate.
- 3. Hypothetically taking an example of any organization or company working in India and discuss the following by elaborating the concepts:
- a. SWOT Analysis
- b. Impact Matrix
- c. Concept of value chain.

**Programme : MBA Semester : III** 

Course: Business Legislation Code: CP-302

#### **Important Instructions**

- 1. What do you understand by a contract? Also elaborate the essentials of a valid contract mentioned in relevant provisions of the Indian Contract Act, 1872.
- 2. Define the performance of the contract. Discuss the various ways to discharge the contract.
- 3. Explain in detail the rights of an unpaid seller.

Programme: MBA Semester: III

Course: Business Legislation Code: CP-302

#### **Important Instructions**

- 1. What do you understand by Negotiable Instruments? Describe types of negotiable instruments.
- 2. Define a Company. What are the various types of company? Do you think that the new Company Act has become more relevant in present context? Justify the argument.
- 3. Write a detail note on Articles of Association and Memorandum of Association. How these are different? Discuss.

Programme : MBA Semester : III

**Course: International Business Environment** 

Code: IB-315

#### **Important Instructions**

- Q1. Explain the socio-economic and political changes which are happening of the world level impacting the international trade and business. Support your argument with suitable examples?
- Q2. Explain the different theories of international trade in brief. Which one is the most suitable in the present context?
- Q3. Differentiate between the tariff and non- tariff barriers. What is the purpose behind imposing these barriers?

Programme: MBA Semester: III

**Course: International Business Environment** 

**Code: IB-315** 

#### **Important Instructions**

- 1. Explain the foreign exchange market mechanism. How the exchange rate is determined in the regulated markets and under free markets forces?
- 2. Explain the role of WTO in the promotion and expansion of international trade among the member countries. What are the major agreements which taken place under W.T.O.? Comment on India's stand at WTO talks recently.
- 3. Elaborate the different parameters for the evaluation and selection of a country by MNCs for starting the international business. Explain with suitable example?

**Programme : MBA Semester : III** 

Course: Export-Import Procedures, Documentation and Logistics Code: IB-316

#### **Important Instructions**

- Q1. What do you understand by Business Contracts in International context? Explain the legal dimensions of international Business Contracts.
- Q2. What do you mean by documentation? Explain the procedures and documentation for availing various export incentives in India?
- Q3. What is a Business Risk? Explain the strategies for mitigating the Credit and Foreign Risk arising out of international trade transaction?

Programme: MBA Semester: III

Course: Export-Import Procedures, Documentation and Logistics Code: IB-316

#### **Important Instructions**

- 1. Define quality control. Explain the inspection concept scheme and procedures of quality control?
- 2. Explain the methods and instruments of pre-shipment finance and post-shipment of export finance?
- 3. Comment on the following:
- a. Dry Port
- b. Duty Draw Back Scheme
- c. Freight Rate Structure.

#### **ASSIGNMENT (PART I)**

Programme: MBA Semester: III

Course: India's Foreign Trade and Policy Code: IB-317

#### **Important Instructions**

- Q1. Explain the directional and structure trends in India's Foreign Trade since 1991. Suggest measures to improve India's share in world trade in new economy?
- Q2.List out the major commodities of imports and export from India's exports to USA and European countries by taking data from the DGFT website. Also comment on the potential of these exports to other countries
- Q3. Discuss the functions of Export- promotion Councils? To what extent they have been able to achieve their objectives?

**Programme: MBA Semester: III** 

Course: India's Foreign Trade and Policy Code: IB-317

#### **Important Instructions**

- 1. Discuss the trends in balance of payment position in India since 1991. What are the major contributions to balance of payment position?
- 2. What are the salient features of India's latest foreign trade policy? What improvements would you suggest in this policy?
- **3.** Critically examine the role of export processing zones (EPZs) and special economic zones (SEZs) in the promotion of India's foreign trade. What steps are required to boost up their performance?

**Programme: MBA Semester: III** 

Course: Foreign Exchange Management Code: IB-318

#### **Important Instructions**

- Q1. What do you understand by foreign exchange market? Explain the structure and various participants of the foreign exchange market.
- Q2.Differentiate between spot and forward exchange rate. Explain various elements that constitute and affect forward exchange rate?
- Q3.Discuss various methods used in forecasting exchange rates?

**Programme: MBA Semester: III** 

Course: Foreign Exchange Management Code: IB-318

#### **Important Instructions**

- Q1. What are various types of foreign exchange risks? How these affect the business and trade of the countries? Explain.
- Q2. Comment and discuss on the following terms:
  - (a)Bid-ask rate and Bid -offer spread
  - (b) Direct and indirect quotes
  - (c) Value date and broken date
- Q3. Suppose you are working as foreign exchange manager in an organization, point out various activities of a company that result in foreign exchange exposure and how would manage its transaction exposure?

**Programme: MBA Semester: III** 

Course: Management of Industrial Relation Code: OBH-311

#### **Important Instructions**

- Q1. Define industrial relation. Explain the impact of emerging socioeconomic scenario on industrial relation in India.
- Q2. Explain the following:
- (a) Negotiation and collective settlements
- (b) Technological change and Industrial relations.
- Q3. Define trade union. Why do employees join trade union? What are the problems of trade union in India? Discuss any live case of industrial dispute in recent years.

**Programme: MBA Semester: III** 

Course: Management of Industrial Relation Code: OBH-311

#### **Important Instructions**

- Q1. What is participative management? Explain the techniques of participation of management? How it is crucial in settling of industrial disputes and maintaining industrial relations?
- Q2. "The concept of Quality Management has undergone paradigmatic changes in recent years"? Do you agree with this argument? How do quality control circles contribute towards quality management?
- Q3. Critically examine the role of on grievance management mechanism in India?

Programme: MBA Semester: III

Course: Managing Interpersonal and Group Processes Code: OBH-312

#### **Important Instructions**

- Q1. What do you mean by group? Explain the types of groups and discuss the merits and demerits of a group as a medium of learning?
- Q2. Explain the meaning and process of change. Why absorption of planned change is considered critical to the success of an organization?
- Q3. Define the meaning and significance of interpersonal communication. What are the different forms of interpersonal communication? Explain the strategies of effective communication.

Programme: MBA Semester: III

Course: Managing Interpersonal and Group Processes Code: OBH-312

#### **Important Instructions**

- Q1. What is the organizational implication of increased interpersonal awareness? How does JOHARY window help in increasing interpersonal awareness?
- Q2. Explain the advantages and disadvantages of individual and group decision making .Briefly discuss the methods of group decision making.
- Q3. What do you mean by team building? Explain the stages of team building?

**Programme: MBA Semester: III** 

**Course: Human Resource Planning and Development** 

Code: OBH-313

#### **Important Instructions**

- Q1 Explain the meaning of human resource and human resource planning. Discuss the process of human planning at length.
- Q2 What is the rationale of demand forecasting? Explain the techniques of manpower demand forecasting.
- Q3 Give the comparative significance of career management and career and their implications in career planning.

Programme: MBA Semester: III

**Course: Human Resource Planning and Development** 

Code: OBH-313

#### **Important Instructions**

- Q1. Why retention has become a critical activity even in the present day depressing environment? Which strategies an organized may apply to retain its best talent?
- Q2. Discuss the relationship between performance planning and potential appraisal. Which techniques can be used to assess the performance of employees?
- Q3. Discuss the components of QWL. How the quality of work life can facilitates resistance to change?

Programme: MBA Semester: III

**Course: Organizational Effectiveness and Change** 

Code: OBH-314

#### **Important Instructions**

- Q1 If you are an HR manager and your organization is suffering from problems of retention and employees turnover then how would you design process of change. Discuss the process of organizational change by citing relevant examples at each stage.
- Q2 Distinguish between efficiency and effectiveness. Discuss various ways to bring effectiveness and efficiency in an organization.
- Q3 Define the term change agent? Explain various change agents which have impact on the organizational performance.

**Programme : MBA Semester : III** 

Course: Organizational Effectiveness and Change

Code: OBH-314

#### **Important Instructions**

Attempt three questions from the 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.

- Q1. Explain the meaning and types of organizational conflicts. How these arise? Discuss the different management strategies to tackle these conflicts?
- Q2 Define learning and learning curve. Explain various strategies for fostering organizational learning?

Q comment on the following:

- (a) Cross cultural dynamics
- (b) Business ethics and corporate governance in new CSR initiatives
- (c) Women empowerment in organizations

Programme : MBA Semester : III Course: Management Support System

Code: ITM-319

#### **Important Instructions**

Attempt three questions from the 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.

- Q1 Define DSS. Elaborate the role of DSS in business.
- Q2 What is Executive Information System (EIS)? List and briefly describe its limitations .Briefly describe the Executive Information System of tomorrow.

Q3 (a

- . ) What do you mean by Fuzzy Logic? Explain its advantages and limitations
  - (b)Define "What –if analysis"? How do spreadsheet software systems Work as DSS tool?

Programme: MBA Semester: III Course: Management Support System

Code: ITM-319

#### **Important Instructions**

- Q1. Define Expert system. How is it different from DSS? Describe the benefits, problems and limitations associated with expert system.
- Q2. Define Groupware. Where is it applicable? Describe the various classification of groupware.
- (b) What is Group thinking? Provide an example of a group thinking situation.
- Q3. Define the concept of abstract model. Explain the various types of abstract models.

Programme: MBA Semester: III Course: System Analysis and Design

Code: ITM-320

#### **Important Instructions**

- Q1 (a) List and explain various phases of software development life-cycle.
  - (b) What do you mean by fact finding? What are the various techniques? of fact finding? Explain and illustrate.
- Q2 (a) What elements of control are important in systems? Explain the role of feedback in system.
  - (b) List out five characteristics of a good SRS document.
- Q3 Describe the criteria for software purchase selection from vendor briefly. Enumerate various points that need to be considered prior to Software Selection.

Programme: MBA Semester: III Course: System Analysis and Design

Code: ITM-320

#### **Important Instructions**

- Q1 What is Software? Explain various project management techniques for managing software projects.
- Q2 What do you mean by decision analysis? Illustrate how is decision taken using decision tree?
- Q3 Discuss the major issues involved in managing data processing in an organization.

Programme: MBA Semester: III Course: Database Management System

Code: ITM-321

#### **Important Instructions**

- Q1 Define Data Models. Explain various types of database management models with their merits and demerits.
- Q2 What are various file processing and access methods in DBMS? Explain with examples.
- Q3 Define DBA. What are the responsibilities and functions of DBA?

Programme: MBA Semester: III Course: Database Management System

Code: ITM-321

#### **Important Instructions**

- Q1. What do you mean by normalization? Explain various forms of normalization with suitable examples.
- Q2. Define Distributed Data Processing Systems. Why database environment for such a system is needed?
- Q3. Define SQL? What are its various types? Mention two commands of each type.

**Programme: MBA Semester: III** 

**Course: Internet Programming for E-Commerce** 

Code: ITM-322

#### **Important Instructions**

- Q1 Explain the process of creating multimedia websites. Also discuss interactive websites.
- Q2 How does Linux differ from windows? Explain different features of LINUX. Also discuss shell programming.
- Q3 Explain configuration and features of Internet Information Server(IIS).

Programme: MBA Semester: III

**Course: Internet Programming for E-Commerce** 

Code: ITM-322

#### **Important Instructions**

- Q1. Explain the following scripts:-
- (a) Javascript
- (b) VB Script
- Q2. What is HTML? What are its uses? Discuss different building blocks of HTML.
- Q3. Write short notes on:
- (a) vi Editor
- (b) Digital signature

#### GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR

#### DIRECTORATE OF DISTANCE EDUCATION ASSIGNMENT (PART I)

Programme: MBA Semester: III

Course: Advertising Management Code: MM-307

- Q1. Define advertising .Why is it said ,"No advertising, no marketing .".How does it help in creating primary and selective demand?
- Q2.Is everything fair in advertising? Discuss major socio-cultural and criticisms of advertising.
- Q3 Why sales shouldn't be taken as advertising objective? Discuss DAGMAR approach in this context.

**Programme: MBA Semester: III** 

Course: Advertising Management Code: MM-307

- Q1. How an advertising copy is prepared? What are components of an ad copy?
- Q2. Discuss different types of media of advertising highlighting their respective advantages and limitations. What are the factors influencing the choice of mediamix?
- Q3. What is the rationale of measuring advertising effectiveness? Discuss different techniques of measuring advertising effectiveness.

**Programme: MBA Semester: III** 

Course: Sales Management Code: MM-308

- Q1 How does the sales objective affect the designing of a sale strategy? Explain various sales methods with the help of suitable examples.
- Q2 Examine the role of personal selling as a form of direct marketing for selling consumer durable products in current context and also explain how would you handle these objections raised at the end of sales presentation?
  - (a) The price is too high
  - (b) After sale services are not satisfactory.
- Q3. Describe different types of sales training methods? How these can be made more effective?

**Programme: MBA Semester: III** 

Course: Sales Management Code: MM-308

- Q1. How can redesigning or reallocating territories affect total profit contribution from sales territories? Explain with the help of suitable examples.
- Q2. Identify the selection tools that have been most used to screen and select the sales personnel. Which of these are used most extensively?
- Q3. Discuss the various techniques of sales control. How has sales control changed in recent years?

**Programme: MBA Semester: III** 

Course: Consumer Behaviour Code: MM-309

- Q1 Discuss the relevance of the study of consumer behaviour for the marketers. How pricing decisions are taken in view of consumer behavior?
- Q2 Define Perception and explain its types .How understanding of perception helps a marketer in deciding product design and pricing?
- Q3 What is understood by attitude? Describe various models available for attitude measurement.

**Programme : MBA Semester : III** 

Course: Consumer Behaviour Code: MM-309

- Q1. What do you understand by personality? Also discuss the theories of personality.
- Q2. What do you mean by diffusion of innovation? Describe the entire process.
- Q3. What is meant by Motive? How the marketers use motive in formulating marketing strategies?

**Programme: MBA Semester: III** 

Course: Rural Marketing Code: MM-310

- Q1 Is it still true that the rural markets buy products for satisfying basic needs and not high end products? Give reasons.
- Q2 What are the socio-economic and cultural characteristics that differentiate rural markets from their urban counterparts? Illustrate.
- Q3 Explain the process of marketing of services in rural markets assuming any hypothetical service offering.

**Programme: MBA Semester: III** 

Course: Rural Marketing Code: MM-310

- Q1. How do tractor manufacturers use personal selling as a means of sales promotion?
- Q2. Which institutions are engaged in the marketing of agricultural products? Explain their role, functions and business models.
- Q3. How are agricultural products classified? Explain with suitable examples.