

Assignments
Bachelor of Business Administration
(Through Distance Education)

BBA II Year

Session: 2016-17



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

Compiled by

Dr. Sanjay Tiwari

Course Co-ordinator

BBA Programme, DDE, GJUS& T, Hisar

**GURU JAMBHESHWAR UNIVERSITY OF SCIENCE & TECHNOLOGY, HISAR
DIRECTORATE OF DISTANCE EDUCATION**

ASSIGNMENT-I

Programme: BBA

Course: BUSINESS LAWS

Code: BBA 201

Total Marks=15

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
 - ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.
-
1. State the different remedies available to the aggrieved party for a breach of contract and explain the principles on which damages are assessed for the breach of a contract.
 2. The directors of Sunflame Company Ltd. Desire to change the company's name to Sun Company Ltd. And seek your advice. Explain the procedure to be followed for the said purpose under the Companies Act.
 3. Distinguish between a condition and a warranty. What conditions and warranties are implied in a contract of sale?

ASSIGNMENT-II

Programme: BBA

Year-II

Course: BUSINESS LAWS

Code: BBA 201

Total Marks=15

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
 - ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.
-
1. Mr. Ram along-with six other persons desires to float a company for charitable purposes, as permissible under Companies Act. He seeks your advice about the procedure to be followed to give effect to the above proposal. Advise him.
 2. What do you mean by Doctrine of Quantum Meruit? When and how does it come in operation? Are there any limitations to this doctrine?
 3. Define the term “Unpaid seller” as per Sales of Goods Act. Discuss the rights of unpaid seller against the goods.

ASSIGNMENT-I

Programme: BBA

BBA-2nd Year

Course: Business Statistics

Code: BBA-202

Total Marks=15

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
- ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

1. Explain the concept of measure of central tendency and dispersion. What are important measures of central tendency and dispersion?
2. Distinguish between correlation and regression. Explain the types of correlation. What are the methods of measuring correlation?
3. What is time series analysis? Discuss the least square method of fitting straight line trend with suitable illustration.

ASSIGNMENT-II

Programme: BBA
Course: Business Statistics

BBA-2nd Year
Code: BBA-202

Total Marks=15

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
 - ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.
-
1. Discuss the importance and scope of business statistics for management students. Explain the concepts of skewness and kurtosis.
 2. Discuss the additive and multiplicative rules of probability with suitable illustrations.
 3. Discuss the importance of sampling. What are the methods of sampling?

ASSIGNMENT-I

Programme : BBA
Course: Marketing Management

Year-II
Code: BBA-203
Total Marks=15

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
- ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

1. What is Market Segmentation? How you will segment the following products:
 - a. Ice Cream
 - b. Movie Theatre
2. What is Product Mix? Discuss the Product Mix of ITC limited.
3. What are the essential of Labeling of a product? Explain with the help of a label of any brand of your choice.

ASSIGNMENT-II

Programme : BBA

Year : II

Course: Marketing Management

Code: BBA-203

Total Marks=15

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
 - ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.
-
1. Mention five pricing strategies with the help of relevant example.
 2. Suppose you are the owner of Dairy Plant. What are various distribution options would you choose and why?
 3. Discuss the utility of various promotion mix elements to a marketer.

ASSIGNMENT-I

Programme: BBA

Course: FINANCIAL ACCOUNTING -II

Code: BBA 204

Total Marks=15

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
 - ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.
-
1. Salim & Sons bought goods of the value of Rs.7,500 and consigned them to Tahir and Co. to be sold to them on a joint venture, profit being divided in 2/3 : 1/3. They also paid Rs.550 for freight, insurance and cartage and drew on Tahir and Co. for Rs.3,000 on account. The bill was discounted by Salim & Sons for Rs.2,900. Tahir and Co. paid Rs.300 for dock dues, storage, rent etc. The sales realised Rs.12,500 and the sales expenses Rs.250 were defrayed by Tahir and Co. The later forwarded a sight draft for the

balance due to Salim & Sons after charging their sales commission at 5 percent on the gross proceeds.

Write up the accounts in the books of both the parties. No interest need to be brought into account.

2. Define amalgamation, absorption and reconstruction. Distinguish between (i) the pooling of interests method and (ii) the purchase method of recording transactions relating to amalgamation.
- 3.

The Balance Sheet of A, B, and C on 31-12-2009 was as follows :-			
Liabilities	Rs.	Assets	Rs.
Capital :-		P & L Account	15000
A	40000	Land & Buildings	40000
B	40000	Plant & Machinery	28000
C	30000	Motor Car	27000
Creditors	25000	Debtors	24000
		Cash	1000
	135000		135000
<p>A was retired on 31-12-2009 according to following terms :</p> <ol style="list-style-type: none"> (i) Land and Buildings to be appreciated by Rs. 10000. (ii) Goodwill to be valued at Rs. 21000. <ol style="list-style-type: none"> 1. Plant and Machinery to be reduced to Rs. 23000. 2. Provision for doubtful debtors to be created at 5 % on Debtors. 3. Create a provision of Rs. 1400 for discount on creditors. 4. The sum payable to A be brought in by B and C in such a manner that their capitals are in proportion to the profit sharing ratio. 			

ASSIGNMENT-II

Programme: BBA

Course: FINANCIAL ACCOUNTING -II

Code: BBA 204

Total Marks=15

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
- ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

1. State and explain the features of cooperative accounting.
2. Jaya Ltd. owned the patent of safety locks. It granted to X & Company a licence for seven years to manufacture and sell locks on the following terms:
 - a) X & Company to pay Jaya Ltd. a royalty of Rs.5 for each lock sold with a minimum annual payment of Rs.50,000. Accounts are to be settled annually on 31st December.
 - b) If in any year royalty calculated on locks sold amounted to less than Rs.50,000 X & Co. to have the right to deduct the deficiency from the royalty payable in excess of that sum in the two following years.
 - c) The number of locks sold was as follows
Year ended 31/12/1998 - 8,000; Year ended 31/12/1999 – 9,000; Year ended 31/12/2000 – 11,000; Year ended 31/12/ 2001 – 18,000.

You are required to give the Ledger Accounts necessary to record the above royalty transactions in the books of X & Co., which are closed annually on 31st December.

3.

X, Y and Z are partners sharing profits and losses in the ratio of 2:3:5. On 31-12-2000 their balance sheet was as follows :-			
<i>Balance Sheet as on 31-12-2000</i>			
Liabilities	Rs.	Assets	Rs.
Capital :-		Cash	9000
X	18000	Bills Receivable	7000
Y	22000	Stock	22000
Z	<u>26000</u>	Debtors	21000
	66000	Machinery	47000
Creditors	32000	Goodwill	10000
Bills Payable	11000		
General Reserve	7000		
	116000		116000

They decided to admit A into the partnership on the following terms:-

- 2009 Machinery is to be depreciated by 15 %
- 2010 Stock is to be revalued at Rs. 24000.
- 2011 X, Y and Z have a joint life policy whose surrender value is Rs.6000.
- 2012 Outstanding rent is Rs. 950.
- 2013 A is to bring Rs. 3000 as goodwill and sufficient capital for a 2/5th share in the total capital of the firm.

Prepare Revaluation A/c, Partners Capital A/cs and Balance sheet of new firm.

Programme: BBA

Year-II

Course: Financial Management

Code: BBA-205

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
- ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

ASSIGNMENT-I

(15 Marks)

Q1. Discuss the objectives, role and functions of financial management? How financial decisions affect the valuation of the firm?

Q2. What is the importance of dividend policy? Discuss the factors determining dividend distribution by any listed company?

Q3. How the opportunity cost is associated with the cost of capital? Discuss the methods of calculating cost of equity capital?

ASSIGNMENT-II

(15 Marks)

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
- ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

Q1. What are the types of mergers? Explain different approaches to valuation of properties of company at the time of their merger?

Q2. Elaborate the importance of the financial ratios in performance analysis of a firm. Illustrate the financial performance of any public limited firm by using actual data.

Q3. Write short notes on following:

- (a) Funds Flow Statement
- (b) Capital Structure Decisions
- (c) PV of Money

ASSIGNMENT-I

Programme : BBA

Year : II

Course: Business Communication

Code: BBA-206

Total Marks=15

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
- ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

1. What is Business Communication? Provide examples of situations where communication is required in business setting.

2. Mention five types of barriers in communication. How these barriers can be removed? How field of experience of sender and receiver can become a barrier to communication?
3. Write a letter to the Bank Manager for enquiring about opening a savings bank account.

ASSIGNMENT-II

Programme : BBA

Year : II

Course: Business Communication

Code: BBA-206

Total Marks=15

Important Instructions

- i. Attempt all the three questions from the assignment given below. Each question carries 5 marks.
 - ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper and to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.
-
1. Write a letter of appointment for the post of marketing manager. You can make suitable assumptions.
 2. What are various kinds of business reports? Explain the steps involved in drafting a report. You can make suitable assumptions.
 3. How a memo is different from circular? Justify with sample of each.

ASSIGNMENT-I

Programme : BBA (2nd Year)

Course: System Analysis and Designs

Code: BBA-207

Total Marks=15

Important Instructions

- i. Attempt all three questions from the assignment given below. Each question carries 5 marks.
- ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper is to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

Q.1 Define system with examples. Explain the features of a typical system. Elaborate the different types of systems. 'A system leads to a lot of planning and less of implementation.' Do you agree? Justify your answer.

Q. 2. Illustrate Data Dictionary. Explain its advantages. Discuss the uses of recording structured analysis. Discuss the pros and cons of the various tools of doing analysis.

Q. 3. What is input and output design? Elaborate the security considerations of a system. Elaborate the planning for system implementation. Give importance of system testing and maintenance in the organisations.

ASSIGNMENT-II

Programme : BBA (2nd Year)

Course: System Analysis and Designs

Code: BBA-207

Total Marks=15

Important Instructions

- i. Attempt all three questions from the assignment given below. Each question carries 5 marks.
- ii. All questions are to be attempted in legible handwriting on plane white A 4 size paper is to be submitted to the Directorate of Distance Education for evaluation either in person or through Speed Post.

Q.1. Elaborate System Development Life Cycle? What is the difference between analysis and design? How would an analysis determine the users' needs for a system? Elaborate.

Q.2. Elaborate Data Flow Diagram. Explain its symbols and elaborate rules of thumb in drawing DFDs.

Q.3 Write short notes: (a) User Systems Specifications (b) Forms Design, Dialogue Design, Code Design (c) The role of system analyst.