

Enrollment No.....

Bachelor of Business Administration
Second Semester Main Examination, June-2021
Business Communication [BBA201T]

Time: 3:00 Hrs

Max Marks 80

Note: - Attempt any five questions.

All question carry equal marks.

- Q.1 Explain the process of Communication in detail.
- Q.2 What is Speech? What are the characteristics of a good speech? .
- Q.3 What Non-Verbal Communication?
- Q.4 How does Non-Verbal Communication differ from Verbal Communication?
- Q.5 Why Minutes of Meeting is important in any organization?
- Q.6 What do you mean by Communication barriers? Illustrate various communication barriers with example
- Q.7 Write a complaint letter to the Municipal Corporation of your city, complaining about poor drainage system.

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Bachelor of Business Administration
Second Semester Main Examination, June-2021
Human Resource Management [BBA202T]

Time: 3:00 Hrs

Max Marks 80

Note: - Attempt any five questions.

All question carry equal marks.

- Q.1 Briefly explain Human Resource Management? What are functions of HRM?
- Q.2 What is Job Analysis? Discuss its main uses?
- Q.3 Explain sources of recruitment with their merits and demerits.
- Q.4 What is Compensation management? Describe the process of a compensation management.
- Q.5 Explain Job Evaluation with its objectives?
- Q.6 What do you understand by “Fringe Benefits”? Explain the objectives of fringe benefits.
- Q.7 What is Performance Appraisal? Explain its methods.

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Bachelor of Business Administration
Second Semester Main Examination, June-2021
Financial Management [BBA204T]

Time: 3:00 Hrs

Max Marks 80

Note: Attempt any five question out of seven.
All question carry equal marks.

- Q.1** What are the function of financial management? discuss.
- Q.2** What is Ratio Analysis? Explain the various types of ratios.
- Q.3** Explain the working capital and it's importance.
- Q.4** Given :-
Equity share capital 4% = 10,00,000
Preference share capital 18% = 20,00,000
Debenture = 6,00,000
Loan [@12%] = 2,80,000
Current liabilities = 4,00,000
General reserve = 8,00,000
Find out capital gearing from the above particular.
- Q.5** Explain Leverage with its types. Discuss its significance.
- Q.6** What is capital budgeting decisions? Why they are important.
- Q.7** What is Net present Value method? Explain its merits and demerits in evaluating capital expenditure.

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Bachelor of Business Administration
Second Semester Main Examination, June-2021
English [BBA205T]

Time: 3:00 Hrs

Max Marks 80

Note: - Attempt any five questions. All question carry equal marks.

- Q.1 Critically evaluate the poem ‘Elegy written in a Country Church Yard’.
- Q.2 Write a critical appreciation of A.G Gardiner’s essay ‘On Saying Pleas’ or Milton’s poem ‘On His Blindness’.
- Q.3 Critically evaluate the thought presented by Milton in his sonnet “On His Blindness”.
- Q.4 Explain with reference to context:
That murmer , soon replies, God doth not need.
Either man’s work or his own fits. Who best
Bear his mild yoke, they serve him best.
- Q.5 Write an essay on any one (150 words) :
- Domestic Violence.
 - Importance of Work Ethics.
 - Women’s Place and Power in Society.
 - Indian Politics-Merits & Demerits
- Q.6 Combine the following pairs of sentences into one single sentence:
- a) Ashok finished his breakfast. He went to the office.
 - b) Hemant sent his daughter to Oxford, He wanted to educate her.
- Q.7 Insert suitable articles:
- a) Please give me _____water.
 - b) _____tiger is _____protected animal.
 - c) _____ Australian was _____first man to climb _____Everest.

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Bachelor of Business Administration
Second Semester Main Examination, June-2021
Management Information System [BBA206T]

Time: 3:00 Hrs

Max Marks 80

Note: - Attempt any five questions.

All question carry equal marks.

- Q.1 Explain the characteristics of MIS? Describe the role of management information systems in a business organization.
- Q.2 Distinguish between DSS and MIS. Explain components of Decision Support System.
- Q.3 Explain different types of Software and their characteristics with suitable examples.
- Q.4 “Planning information is different from control information.” Discuss.
- Q.5 How do you assess the quality of Information? What factors affect the quality of Information?
- Q.6 Discuss steps involved in Conversion of Manual to Computer Based Systems. Write a short note on system approach in Planning, Organizing and Controlling MIS.
- Q.7 What are the hurdles involved in implementing MIS in an organization? Explain

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Bachelor of Business Administration
Second Semester Main Examination, June-2021
ECONOMICS-II [BBA203T]

Time: 3:00 Hrs

Max Marks 80

Note: Attempt any five question out of seven.

All question carry equal marks.

- Q.1** What is Macro Economics? Why it is important.
- Q.2** What do understand by the Classical theory of employment?
- Q.3** Briefly explain meaning of Money? Explain it's various functions.
- Q.4** What do you understand by Inflation? Explain reason for inflation.
- Q.5** What are the different phase of Trade Cycle.
- Q.6** What are main functions of commercial banks?
- Q.7** What is concept of Shares. Explain its various types of shares in details.