VIDYA VIHAR COLLEGE
MAULANA MAZHARUL HAQUE ARABIC & PERSIAN UNIVERSITY, PATNA

BBA - I YEAR

INTERNAL ASSIGNMENT – 2021

Session : 2021 - 24

PAPER: I   **PRINCIPLES OF MANAGEMENT**

[MAX MARKS : 20]

The question paper consists of 04 descriptive type questions. Each question is of **05 marks (**word limit 300 words**)** . Attempt all questions. Use graphs, charts and diagrams to explain your answer if necessary.

Long answer type questions (300 Word Limit). Attempt all questions.

[05 x 4 = 20]

1. What is delegation? What are the types of delegation? What are the steps involved in the process of delegation?
2. What are the roles of managers? Elaborate.
3. What is communication? What are the types of organizational communication?
4. What are formal and informal organizations? Difference between them with examples.

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PAPER: II   <u>ORGANISATION BEHAVIOR</u>

[MAX MARKS : 20]

The question paper consists of 04 descriptive type questions. Each question is of **05 marks** (word limit 300 words) . Attempt all questions. Use graphs, charts and diagrams to explain your answer if necessary.

Long answer type questions (300 Word Limit). Attempt all questions.
[05x4 = 20]

1. Identify and describe the Big-Five personality dimensions?
2. What are the causes of organizational conflict? How could they get over come, state suitable example.
3. What is OB? Discuss importance and scope of organization behaviour.
4. List the traits of personality. Define various types of personality.

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PAPER: III   **MANAGERIAL ECONOMICS**

[MAX MARKS:20]

The question paper consists of 04 descriptive type questions. Each question is of **05 marks** (word limit 300 words) . Attempt all questions. Use graphs, charts and diagrams to explain your answer if necessary.

Long answer type questions (300 Word Limit). Attempt all questions.
[04x5 = 20]

1. What is the difference between an economic luxury and an economic necessity?
2. Write a brief note on Break-even analysis and Capital Budgeting.
3. Prove that Managerial Economics is Decision Making Science.
4. Write a note on the difference between Probit and Logit Models.

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PAPER: IV   **INDIAN BUSINESS ENVIRONMENT**

[MAX MARKS: 20]

The question paper consists of 04 descriptive type questions. Each question is of **05 marks** (word limit 300 words) . Attempt all questions. Use graphs, charts and diagrams to explain your answer if necessary.

Long answer type questions (300 Word Limit). Attempt all questions.

[04x5 = 20]

1. What do you mean by social responsibility of business- environmental?
2. What is corporate Governance? Discuss the scope and importance of corporate governance?
3. Explain the impact of socio-cultural environment on business?
4. Discuss the impact of globalization on business?

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PAPER: (SUB) - I   BUSINESS COMMUNICATION – I

[MAX MARKS : 20]

The question paper consists of 04 descriptive type questions. Each question is of **05 marks** (word limit 300 words) . Attempt all questions. Use graphs, charts and diagrams to explain your answer if necessary.

Long answer type questions (300 Word Limit). Attempt all questions.
[05x4 = 20]

1. Describe six factors that make business communication unique.
2. In what ways are expository essays similar to business communication?
3. What is the grapevine and how may it influence effective communication in the workplace?
4. Describe the three types of effective listening and the goal of each type.

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PAPER : (SUB) - II **COMPUTR APPLICATION**

[MAX MARKS: 20]

The question paper consists of 05 descriptive type questions. Each question is of **05 marks** **(**word limit 300 words**)** . Attempt any 4 questions. Use graphs, charts and diagrams to explain your answer if necessary.

Long answer type questions (300 Word Limit). Attempt any 4 questions.

[05x4 = 20]

1. Explain the different types of memory in detail.
2. .Explain the various computer languages.
3. What is a Recycle Bin? Discuss.
4. Discuss the function of Mail merge.
5. Explain Computer Network and LAN, WAN, MAN?