CENTRE FOR DISTANCE AND ONLINE EDUCATION

JAMIA MILLIA ISLAMIA, NEW DELHI – 110025

STUDENT'S ASSIGNMENTS

MBA (DISTANCE MODE)

SEMESTER I

(SESSION 2020-21)

INSTRUCTIONS

The students are required to read carefully and follow the instructions given below:

- Submission of one complete Assignment in each course of the programme every year is compulsory.
- Completed Assignments on prescribed Assignment Booklet are to be submitted by hand or through post to the Study Centre/Programme Coordinator, CDOL as per dates mentioned in the Academic Calendar 2020-21 (http://jmi.ac.in/bulletinboard/academic-calendar/cdol).
- For Assignments Submitted after dates mentioned in the Academic Calendar, a late fee of **Rs. 100/-** per course assignment will be payable to through Demand Draft in favour of Jamia Millia Islamia, Payable at New Delhi.
- Write your name, roll number and other details as required on the cover page of **Assignment Booklet.**
- **For your record you may keep a photocopy of your Assignment.**
- Contact your Learner Support Centre/ Programme Coordinator to collect evaluated Assignments booklet
- **Please go through your Programme Guide carefully for further details**.

Course Title: Management Concept & Organization Behaviour   **Course Code: DMBA-CP-101**
Session 2020-2021   **Maximum Marks: 25**

Note: Attempt any two of the following five questions. All questions carry equal marks.

1. What do you understand by Organizational Behaviour? Illustrate the importance, Characteristics, and Evolution of OB.
2. Explain the various organizational behaviour models. What are the managerial implications of it?
3. Explain the importance of Conflict Management? Describe Sources of Conflict, Types of Conflict and Conflict Resolution.
4. Describe Leadership theories and styles in detail.
5. Critically explain the concept of Supervision and its Meaning, Characteristics, Importance and Implementation.

Course Title: Quantitative Methods   **Course Code: DMBA-CP-102**
Session 2020-2021   **Maximum Marks: 25**

Note: Attempt any two of the following five questions. All questions carry equal marks.

1. "Statistics affects everybody and touches life at many points. It is both a science and an art." Explain the statement with a suitable example.
2. Calculate Mean, Median and Mode for the below-mentioned data:
   4, 4, 3, 3, 4, 5, 7, 8, 7, 8, 15, 20, 10, 3.
3. What do you understand by 'dispersion'? Write the significance of measuring dispersion.
4. What is an index number? What are the methods to calculate the index numbers?
5. Define probability? Discuss the importance of probability in decision-making?

Course Title: Managerial Economics   **Course Code: DMBA CP-103**
Session: 2020-21   **Maximum Marks – 25**

Note: Attempt any two of the following five questions. All questions carry equal marks.

1. Explain Law of Demand and discuss various determinants of demand.
2. Explain the indifference curve analysis with the help of a diagram.
3. Define production function and explain law of diminishing returns with the help of a diagram.
4. Explain break even analysis with example. Write its assumptions and uses.
5. Write notes on the following
   (a) Perfect and imperfect competition

   (b) Types of Inflation

Course Title – Human Resource Management **Course Code – DMBA CP-104**

Session – 2020-21 **Maximum Marks – 25**

Note: Attempt any two of the following five questions. All questions carry equal marks.

1. Explain the objectives of Human Resource Management. How these objectives can be achieved?
2. Describe the guidelines necessary for making Human Resource Planning effective.
3. Describe the different approaches of industrial relations.
4. Define balance scorecard and write its importance for an organization.
5. Write notes on:
   (a) Fringe benefits
   (b) Human Resource Development

Course Title- Business Communication **Course Code- DMBA-CP-105**

Session -2020-21 **Maximum Marks-25**

Note: Attempt any two of the following five questions. All questions carry equal marks.

1. Illustrate the communication process with a suitable diagram.
2. State the advantages and disadvantages of written communication.
3. Explain different types of communication barriers.
4. Discuss the components of effective listening.
5. Write a note on the following:
   a) Downward Communication
   b) Upward Communication
   c) Horizontal Communication

Course Title- Financial Accounting **Course Code- DMBA-CP-106**

Session -2020-21 **Maximum Marks-25**

Note: Attempt any two of the following five questions. All questions carry equal marks.

1. Discuss in brief the concept and limitation of financial statements.
2. Explain the term 'Forfeiture of Shares' and give the accounting treatment on forfeiture.
3. State four main causes of providing depreciation.
4. On July 1, 2005, Pushpak Ltd. purchased machinery for Rs 5,70,000 and paid Rs 30,000 for its overhauling and installation. Depreciation is provided @ 20% p.a. on Original Cost Method and the books are closed on March 31st every year. The machine was sold on January 31st, 2008, for a sum of Rs 1,60,000. You are required to show the Machinery Account for three years.
5. Write a note on the following:
   a) Business Entity Concept

b) Going concern concept

Course Title: Marketing Management   **Course Code: DMBA CP-107**
Session-2020-21   **Maximum Marks: 25**

Note: Attempt any two of the following five questions. All questions carry equal marks.

1. Discuss the process of new product development and the critical factors determining the product decision.
2. Explain market-skimming and market-penetration pricing strategy with the help of examples.
3. 'Advertisement and Sales Promotions are inevitable in marketing' - evaluate with example.
4. Discuss various environmental forces affecting the marketing strategy of a firm.
5. Why is it essential for a marketer to understand Consumer Behaviour? What are Reference Groups? How does it affect a person's buying behaviour?

Course Title- IT Application in Management   **Course Code- DMBA-CP-108**
Session -2020-21   **Maximum Marks-25**

Note: Attempt any two of the following five questions. All question carry equal marks.

1. Explain the types of number system with example?

2. What is a Topology? Explain the different types of topologies.

3. What are the seven layers of the OSI Model? Explain.

4. What is an information system? Explain its components.

5. Write notes on the following

   a) DBMS

   b) SQL