CENTRE FOR DISTANCE AND ONLINE EDUCATION

JAMIA MILLIA ISLAMIA, NEW DELHI – 110025

STUDENT'S ASSIGNMENTS

MBA (DISTANCE MODE)

SEMESTER I

(SESSION 2023-24)

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/semester is compulsory.
- Completed Assignments on prescribed Assignment Booklet/A4 size papers are to be submitted by hand/ through post to the Study Centre /uploaded on Google classroom as per the date notified by the CDOE.
- For Assignments Submitted after the notified date a late fee of **Rs. 100/-** per course assignment will be payable 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/sheets.**
- **For your record you may keep a photocopy of your Assignment**
- **Please go through your Programme Guide carefully for further detail**

Course Title: Management Concept & Organizational Behaviour   **Course Code: DMBA-CP-101**
Session 2023-2024   **Maximum Marks: 25**

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

1. How can managers manage a diverse workforce? What are the challenges they face while managing diversity?
2. Why is planning considered to be a vital managerial function? What happens if the planning function is not well executed in an organization?
3. Describe the various types of conflicts. Discuss the structural factors that lead to conflicts in organizations.
4. Discuss the various theories of motivation.
5. Write short notes on any three:
   - Inference model
   - Formal and informal groups
   - Concept of control
   - Mechanisms for leadership development

Course Title: Quantitative Methods   **Course Code: DMBA-CP-102**
Session 2023-2024   **Maximum Marks: 25**

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

1. What is seasonal variation? Explain moving average method of measuring seasonal variations.
2. Define regression analysis. How the scatter diagram method helps in determining regression? Give example.
3. Compute quantity index for the year 2022 with base 2010 = 100, for the following data, using (i) Laspeyre's method (ii) Paasche's method, (iii) Bowley-Drobisch, methods.

Commoditites	Prices		Quantitities	
	2010	2022	2010	2022
A	5	8	10	12
B	10	14	8	10
C	8	12	6	9
D	12	15	5	8

4. Compute the standard deviation for the following data: 12,13,14,15,16,17,18,19,20
5. Write short notes on any three:
   - Hypothesis testing
   - Binomial Distribution
   - Types of sampling
   - Type I & type II error

Course Title: Managerial Economics   **Course Code: DMBA CP-103**
Session: 2023-24   **Maximum Marks – 25**

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

1. Discuss the managerial significance of Break-Even analysis. A company makes a product with a selling price of Rs 20 per unit and variable costs of Rs 12 per unit. The fixed costs for the period are Rs 40,000. What is the required output level to make a target profit of Rs10,000?
2. What is elasticity of demand? Calculate price elasticity of demand if quantity demanded of a product increased from 500 units to 1000 units when its price decreased from Rs 100 to Rs 50.
3. What do you mean by non-price competition? What are the two important instruments of non-price competition by firms?
4. Define oligopoly. Why is managerial decision making much more complex under oligopoly than under other forms of market structure?
5. Write short notes on any three:
   - Law of demand
   - Production Isoquants
   - Indifference curves
   - Monetary policy

Course Title – Human Resource Management   **Course Code – DMBA CP-104**
Session – 2023-24   **Maximum Marks – 25**

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

1. Define the concept of 'HRM'. What are the factors, which have impeded the growth and progress of Human Resource Management in India?
2. 'The process of HR planning facilitates the process of strategic planning.' Discuss.
3. What are the objectives of job evaluation? Explain the methods of job evaluation.
4. Discuss the scope of industrial relations. What are the causes and consequences of industrial disputes?
5. Write short notes on any three:
   - International HRM
   - Wage differentials
   - 360-degree feedback
   - Collective bargaining

Course Title- Business Communication   **Course Code- DMBA-CP-105**
Session -2023-24   **Maximum Marks-25**

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

1. Explain the communication process with a suitable diagram. Discuss the communication barriers.
2. Differentiate between formal and informal communication. Why and how grapevine communication can be harmful?
3. With the help of a suitable illustration, describe the various parts of a business letter.
4. Elucidate various types of listening. What is the importance of listening skills in a business organization?
5. Write a note on any three:
   - Significance of feedback in communication
   - Ethical dimension of business communication
   - Effective listening
   - Specifications needed in tenders and quotations

Course Title- Financial Accounting　　　　　　　**Course Code- DMBA-CP-106**
Session -2023-24　　　　　　　　　　　　　　　　**Maximum Marks-25**

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

1. Journalize the following transactions of M/s Aman & Brothers for the month of January, 2023 and post them in the Ledger.
   - Jan 01: Ram started business with a capital of 10,000.
   - Jan 05: He purchased goods from Mohan on credit 2,000.
   - Jan 10: He Paid cash to Mohan 1,000.
   - Jan 14: He sold goods to Suresh 2,000.
   - Jan 19: He received cash from Suresh 3,000.
   - Jan 22: He further purchased goods from Mohan 2,000.
   - Jan 25: He paid cash to Mohan 1,000.
   - Jan 29: He further sold goods to Suresh 2,000.
   - Jan 30: He received cash from Suresh 1,000.
2. From the following information prepare a comparative balance sheet.

	31st March, 21	31st March, 22
Equity share capital	4,00,000	6,00,000
Debentures	2,00,000	3,25,000
Sundry creditors	2,55,000	1,17,000
Bank overdraft	7,000	10,000
Total Liabilities and Capital	*8,62,000*	*10,52,000*
Plant and machinery	1,00,000	2,00,000
Land and building	3,60,000	5,40,000
Investments	2,70,000	1,70,000
Sundry debtors	1,00,000	88,000
Cash in hand	32,000	54,000
Total assets	*8,62,000*	*10,52,000*

3. Sharma bought a machinery on April Ist, 2018 for 1,00,000. The useful life of the equipment was three years and the scrap value was estimated as Rs 10,000 at the end of

three years. Prepare the machinery and Depreciation ledger accounts in the books of Sharma for the year ending 31st March every year by using straight line method.

4. Explain the FIFO and LIFO methods of Inventory valuation with examples.
5. Write a note on any three:
   - Dual aspect concept
   - Convention of consistency
   - Harmonization of accounting standards
   - GAAPs

Course Title: Marketing Management   **Course Code: DMBA CP-107**
Session-2023-24   **Maximum Marks: 25**

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

1. Describe the various indicators that affect the external marketing environment of organizations.
2. Describe the steps of the market segmentation process.
3. 'A wide range of marketing channels are available that can be utilized for reaching out to prospective customers.' Explain.
4. What do you understand by the concept of promotion? Explain the various types of market promotion.
5. Write short notes on any three:
   - New product development
   - Product life cycle.
   - Functions of a wholesaler
   - Marketing-Oriented Pricing

Course Title- IT Application in Management   **Course Code- DMBA-CP-108**
Session -2023-24   **Maximum Marks-25**

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

1. Define binary number system? Show the representation of the mixed binary number 1011.101.
2. What is data communication? Explain the different types of communication used in computer networks.
3. Describe the relationship among the information systems used at different organizational levels.
4. How the basic math functions are used in MS Excel? Discuss with the help of example.
5. Write notes on ant three:
   - Universal gates
   - Data Base Management System
   - data mining
   - VPN