

**Faculty of Commerce, Sciences & Business Management**  
**B.Com./B.Sc./BBA I-Year, CBCS-I Semester Regular Examinations Jan-2024**  
**PAPER: Basic Computer Skills**

**Time: 2 Hours**

**Max Marks:40**

**Section-A**

**I. Answer any *TWO* of the following questions (2x5=10Marks)**

1. Computer memory
2. Functions of Operating Systems
3. URL.
4. e-mail

**Section-B**

**II. Answer the following questions (2x15=30Marks)**

5. (a) Explain the components of a Computer and its applications.

**(OR)**

- (b) Write about Word Processing features.

6. (a) What are the applications of PPT? write about preparation and presentation of Slides.

**(OR)**

- (b) Define Network. Write about the various types of Networks.

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**Faculty of Commerce, Sciences, Business Management**  
**B.Com/B.Sc/BBA I-Year, CBCS-I Semester Examinations Dec- 2023**

**Subject: GENERAL ENGLISH**

**Time: 3 hours**

**Max Marks: 70**

**Section-A**

**I. Answer any Five from the following.**

**(5x4=20 Marks)**

1. Write down the meaning and two words formed using each of the given root.

Root	meaning	English words
Eg.audi	hear	Audio,audience
chrono		
fact		
Bio		
homo		

2. Fill in the blanks with the suitable pronouns.

- a) If anyone asks,tell .....I will be back tomorrow.  
 b) Rohan wants to do it.....  
 c) Fatima said that .....and her sister work together.  
 d) The camera I wanted for so long is finally.....?

3. Write the noun forms of the words below using '-tion'and '-sion'.

- a) Frustrate            e) Apprehend  
 b) Educate              f) Relate  
 c) Impress              g) Expand  
 d) Persuade            h) Invent

4. Fill in the blanks with the correct auxiliary verbs from the given choices.

- a) Where .....your friends going yesterday?(are,was,were,did)  
 b) That car .....always been my favourite.(was,has,is,have)  
 c) Whom .....you meet this afternoon?(have,are,were,did)  
 d) My team .....yet lost a match.(didn't,hasn't,has,won't)

5. Define Noun?Write types of nouns with examples?

6. Pick and write the correct spelling from the three options given below.

- a. comitioner commissioner commishioner  
 b. nefew nephew nephw  
 c. curiosity quriopsity curiosity  
 d. humuor humour huemer

7. Fill in the blanks by modifying the words in the brackets as instructed.

- a. He wants to .....me on Facebook.(prefix+friend).  
 b. She .....her strength.(prefix+estimate)  
 c. our team won the hockey .....(champion+suffix)  
 d. It is.....to kill endangered animals.(prefix+legal)

8. Write a short piece of dialogue for the following situation.  
Two friends meet by a chance after many years. They used to be in the same sports club when they were children.

**Section-B**

**II. Answer all questions (Internal choice)**

**(5x10=50 Marks)**

- 9.(a) i) Annotate the following (5M)

If you can meet with Triumph and disaster  
And treat those two imposters just the same.

(5M)

- ii) The Law of the Jungle. Do you want the pack to tear you in pieces? The kill is mine. What is Hartley talking about? In what context does he say this? Elaborate.

**(OR)**

- (b) i) Read the following passage and answer the questions given below (5M)

Bathukamma is a colourful and vibrant festival of the Telangana region and a symbol of Telangana's cultural identity and integrity. It is celebrated during the latter half of the monsoon season, before the onset of winter. The word 'Bathukamma' refers to a beautiful floral arrangement. The flowers are carefully arranged row after row on a brass plate in a circular rows and in alternate colours. Traditionally, the women of the region prepare Bathukammas using various flowers including gunuka, tangedi, banti and chemanti. The festival lasts for seven days and ends with the grand 'saddula Bathukamma' which falls two days before Dussehra.

- 1) When is the festival of Bathukamma celebrated? How long does it last?
- 2) Describe the bathukamma?
- 3) Which flowers are used to prepare the arrangement?
- 4) Describe the activities that mark the last day of festival.
- 5) What is the significance of the festival of Bathukamma?

- ii) According to the poem, what are some of the challenges that a person will have to face in life? (5M)

- 10.(a) i) Annotate the following (5M)

If you can meet with Triumph and Disaster  
And treat those two imposters just the same;

- ii) Identify the diphthong sounds of the words given below, write their phonemic symbols (5M)

a) toy   b) phone   c) say   d) count   e) noise  
f) hear   g) hair   h) wait   i) crowd   j) destroy

**(OR)**

- (b) i) Annotate the following (5M)

'My dear child,' said the police inspector, 'he is a thief.'

- ii) Read the following passage and answer the questions given below. (5M)



The Gnana Saraswati temple in Basara is an important Hindi temple of goddess Saraswathi in Telangana. Basara is located around 35km from Hyderabad, the state capital, on the banks of the Godavari. It is one of the most famous Saraswathi temples in south India.

Legend has it that Vyasya, a great saint and the poet who penned the Mahabharath, was in search of a serene place to rest and offer penance after the Kurukshethra war.

- a)Where is the Gnana Saraswati temple located?
- b)Why did Vyasa come to the banks of the Godavari?
- c)Narrate the legend behind the origins of the Temple.
- d)Write synonym for Penance?
- e)Write antonym for Famous?

11. (a)i) Annotate the following (5M)

No you are mistaken,my dear Natalia Stepanova,they belong to me.

ii)Read the following passage and answer the questions given below. (5M)

Government agencies are financed by taxes and levies imposed on citizens. They are therefore, answerable and accountable to the public for their acts of omission and commission.The public servants are supposed to act in a way that serves the maximum public interests at their minimum cost to the public exchequer.

- 1) Who will fund the government agencies?
- 2) Who are answerable to the public?
- 3) How does the public servants are supposed to act?
- 4) Write the meaning of the word "exchequer".
- 5) Write the opposite meaning of the word "omission".

**(OR)**

(b) i)Why does Lomov wish to marry Natalia? (5M)

ii)Rearrange jumbled sentences bellow into a logical sequence. (5M)

- a)The foundation city was laid in 1972
- b)As a result,the city suffered from horrendous traffic congestion
- c)It was going to be the first in South Asia.
- d)They piled in the Centre of the road.
- e)To ease traffic in the city, it was decided that an underground railway line would be built.
- f)Calcutta,unlike other cities,kept its trams.

12. (a)i) Develop the following hints into paragraph of your own.Write out the complete paragraphand give an appropriate title to it. (5M)

No shame in failure ---everyone fails ----from infant trying to stand to conqueror attempting conquest -----no mistake,no worthwhile achievement ---- attitude to failure important ----demoralised by failure, no gain ---bold resolution leads to victory ---be confident,optimistic.

ii) Rewrite the following sentences in the tense suggested in brackets. (5M)

a) Rosamma is keying in her paper for the conference. (change to present perfect tense )

b) They were working all day. (Change to simple present tense )

c) I lived in Kolkata for ten years. (Change to present perfect progressive tense)

d) I am playing a game of cards with my uncle. (change to past progressive tense )

e) Jessie met you at the clinic. (change to present progressive tense )

(OR)

(b) i) Write a passage of about 100 to 200 words on Artificial intelligence in everyday life follow the steps suggested for writing coherent paragraphs.

(5M)

ii) Identify the incorrect words and replace them with the correct form that uses either 'dis-' or 'un-'. (5M)

a) I am disable to connect to the Internet.

b) He is ungrateful despite everything they do for him.

c) Puran's arrival was unexpected.

d) The new neighbours seemed to be disfriendly.

e) The shopkeeper informed Latika that the book wasdisavailable.

13. (a) i) Write a conversation for the following situation. (5M)

An employee invites their boss to a team dinner .

ii) Fill in the blanks with correct homophones from the options given below . (5M)

a) I bought a .....of gloves. (pare, pair, pear)

b) The king's .....did not last very long. (rein, rain, regin)

c) If you park here, the police will .....your car away (tow, toe)

e) She wanted to .....her favourite outfit. (wear, ware)

f) The lioness picked up the .....of her prey. (sent, scent, cent)

(OR)

(b) i) Write about your dream career? write at least five points mentioning how you plan to transform that dream into reality.

(5M)

ii) Write synonyms for the following words.? (5M)

a) Knave

b) beau

c) debonair

d) Repress

e) Triumph

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**Faculty of Commerce, Sciences, Business Management**  
**B.A/B.Com/B.Sc/BBA I-Year, CBCS-I Semester Examinations Dec- 2023**  
**Subject: SECOND LANGUAGE HINDI**

Time: 3 hours

Max Marks: 70

भाग-अ

- I. निम्नलिखित किन्ही चार प्रश्नों के उत्तर दीजिए। 4×5=20
- 1) चरित्र निर्धारित करने के लिए किन-किन गुणों की आवश्यकता होती है ?
  - 2) राष्ट्र का स्वरूप किन-किन अंगों से बना है ?
  - 3) महादेवी वर्मा जी का कवि परिचय लिखिए ?
  - 4) प्रेमचंद जी का कवि परिचय लिखिए ?
  - 5) पंडित घासीराम का चरित्र चित्रण कीजिए ?
  - 6) वचन कितने प्रकार के हैं उदाहरण सहित समझाइये ?

भाग-आ (5×10=50)

- II. निम्नलिखित किन्ही आठ प्रश्नों के उत्तर दीजिए।
- 1) निम्न में से किसी दो संदर्भ सहित व्याख्या कीजिए। 5×2=10  
 अ) सहकारिता के क्षेत्र में संदर्भ सहित व्याख्या कीजिए।  
 आ) भाभी मनो भावनाओं पर संदर्भ सहित व्याख्या कीजिए।  
 इ) दुःखी की हालत पर प्रकाश डालते हुए संदर्भ सहित व्याख्या कीजिए।
  - 2) निम्न में से किन्हीं एक पाठ का सारांश लिखिए ? 1×10=10  
 अ) बाजार दर्शन आ) सद्गति इ) राष्ट्र का स्वरूप
  - 3) निम्न में से किन्हीं पात्र का चरित्र चित्रण कीजिए। 5×1=5  
 अ) मिस्टर शामनाथ आ) भाभी इ) पंडित परम सुख
  - 4) निम्नलिखित में से किन्हीं एक लेखक के बारे में लिखिए। 5×1=5  
 अ) महादेवी वर्मा आ) जयशंकर प्रसाद इ) प्रेमचंद
  - 5) निम्नलिखित में से किन्हीं एक लेखक के बारे में लिखिए। 5×1=5  
 अ) कारक कितने प्रकार के हैं उनके नाम लिखिए ?  
 आ) काल कितने प्रकार के हैं उदाहरण सहित समझाइये ?  
 इ) लिंग कितने प्रकार के हैं उदाहरण सहित समझाइये ?
  - 6) निम्न में से किसी पाँच का वाक्य शुद्ध कीजिए। 5×1=5  
 अ) राम उससे कहा  
 आ) हेमा ने रोटी खाया  
 इ) गंगा बड़ा नदी है  
 ई) सीता पुस्तक पढ़ी  
 उ) राधा खाना बनायी
  - 7) निम्नलिखित वाक्यों का अंग्रेजी से हिंदी लिखिए। 5×1=5  
 1. Order 2. Advice 3. Director 4. Passport 5. Translator
  - 8) निम्नलिखित वाक्यों का हिंदी से अंग्रेजी में लिखिए। 5×1=5  
 1. अनुदान 2. समझौता 3. भत्ता 4. परिपत्र 5. अनुपस्थित

**Time: 3 hours**

**Max Marks: 70**

అ-భాగము

**I.** ఏవిని నాలుగు ప్రశ్నలకు క్లుప్తంగా సమాధానాలు రాయండి.

4×5=20

- 1) “ కడు వే డీయో నీరు గలసిన వనియో ” సందర్భ సహిత వ్యాఖ్య రాయండి.
- 2) “ సమిధ నొక్కటి ఆహుతిచ్చాను ” సందర్భ సహిత వ్యాఖ్య రాయండి.
- 3) ఈ క్రింది పదాలకు నానార్థాలు రాయండి.

1) కరము 2) భార్య 3) కేసరి 4) రాజు 5) సూర్యుడు

4) ఈ క్రింది పదాలకు పర్యాయపదాలు రాయండి.

1) పుత్రుడు 2) శరీరం 3) పక్షి 4) ధర 5) హస్తం

5) 'అద్దంకి గంగాధరుడు గురించి తెలపండి.

6) నందనవనం గురించి రాయండి.

ఆ-భాగము

**II.** ఈ క్రింది ప్రశ్నలకు వివరంగా సమాధానములు రాయండి

5×10=50

7. ఈ క్రింది పద్యానికి కవి పరిచయం సందర్భం ప్రతిపదార్థ తాత్పర్యం వ్యాకరణాంశాలు రాయండి.

విపరీత ప్రతిభాష లేమిటికీ నుర్వీనాథ! యీ పుత్రగా  
త్ర పరిష్కరంగ సుఖంబు సేకొనుము ముక్తాహార కర్పూర సాం  
ద్రవరాగ ప్రసరంబుఁ జందనముఁ జంద్రజ్యోత్స్న యుం బుత్తగా  
త్ర పరిష్కరంగమునట్లు జీవులకు హృద్యంబే కడున్ శతమే

లేదా

నాళీకాష్ట్రుడు గోరగించుట మున్ ప్రత్యోష కాలంబునన్  
వాలా యంబుగ పుల్ల తామరస భవ్యం బైన శృంగారపుం  
గేళా కూళి ని దీ ర్లమాడి యనురక్తిన దొ తకాషా యుడై  
ఫాలాది స్థలులందు నవ్య భసిత ప్రాగల్భ్య మే పారగాన్.

8) సంవరనుడి తపస్సును గురించి వ్రాయండి.

లేదా

'గుంగిరెడ్డు' కళావైభవాన్ని వివరించండి

9) 'రుద్రమదేవి' గొప్పతనాన్ని గురించి వ్రాయండి.

లేదా

'మదన మంజరి' పాత్ర చిత్రణ

10) రుద్రమదేవికి గోనగన్నారెడ్డి సహకరించిన తరుసు వివరించండి

లేదా

సోమదేవ వృత్తాంతాన్ని తెలపండి.

11) వాక్యము అనగానేమి? వాక్య నిర్మాణ రీతులను వివరించండి.

లేదా

ఈ క్రింది మూడు సంధులను లక్ష్య లక్షణ సమన్వయం చేయండి.

1) గుణ సంధి      2) వృద్ధి సంధి      3) రుగాగమ సంధి

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I. Answer any Five from the following.

(5x4=20 Marks)

PART-A "अ" विभागः

- I सूचना :- चत्वारि प्रश्नाः समाधेयाः ।
1. श्लोके भाषान्तरीकुरात ।  
'रामः सत्पुरुषो लोके सत्यधर्मपरायणः ।  
धर्मज्ञः सत्यसंबन्धुः शीलवाननसूयकः ॥'
  2. क एष मामनुत्तरयन् मुमुर्षु स्मायति वाचिरः? इदं वाक्यं स्वसन्दर्भं व्याख्यात ।
  3. मनस्येकं ----- कुरात्मनाम् ॥ श्लोकमगुं पूरयत ।
  4. "सर्वस्य लोकस्य हिते निविष्टम्" - वाक्यमिदं स्वसन्दर्भं व्याख्यात ।
  5. एकं प्रसूयते माता द्वितीयं वाक्प्रसूयते ।  
वाग्जातमाधिकं प्रोचुः सोदर्यादपि बन्धुवत् ॥ - श्लोकमगुं  
भाषान्तरीकुरात ।
  6. सन्धिं विद्यतयत ।  
(1) गुर्वज्ञा (2) दृशिव्छा (3) षण्मुखः (4) रामस्तरति  
(5) सुबन्त

Section-B

II. Answer all questions (Internal choice)

(5x10=50 Marks)

PART-B "आ" विभागः

- II सूचना:- सर्वे प्रश्नाः समाधेयाः। सर्वे समानाङ्काः ।
7. अ) अस्त्युत्तरस्थौ दिशि देवतात्मा हिमालयो नाम नगाधिराजः ।  
पूर्वापरौ तोयनिधी वगाद्य स्थितः पृथिव्या इव मानदण्डः ॥  
(08)
  - आ) आमेखर्तं सशरतां धनमां च्छायामद्यः सानुगतां निषेव्य ।  
उद्वेजिता वृष्टिभिरात्रयन्ते बृड्गाणि यस्यातपवान्ति सिद्धाः ॥
  8. अ) दिवाकराद्भ्रति यो गुहासु तीर्णं दिवाभीतमिवान्धकारम् ।  
सुदेषपि नूनं शरणं प्रपन्ने महत्वमुच्चैः शिरसां सतीति ॥  
(08)
  - आ) कपोलकण्ठः करिभिरिनेतुं विद्यद्वितानं सशतद्रुमाणाम् ।  
यत्र स्तुतञ्जीरतया प्रसूतः सानूनि गन्धः सुरभीकरोति ॥
  9. अ) धर्मबद्धो दैवारिकः इति पाठ्यांशस्य सारं लिखत ।  
(08)
  - आ) वानश्मकरयोः कर्मां पञ्चतन्त्रमनुसृत्य वर्णयत ।
  10. द्वौ शब्दौ स्वर्गसु विभक्तिषु लिखत ।  
1 नदी 2 फल  
(08)  
3 कवि 4 पितृ

11. पञ्चानां नामनिर्देशपूर्वकं सन्धत्त।

(1) हरिः + इच्छा (2) नव + उदयः (3) इति + अत्र

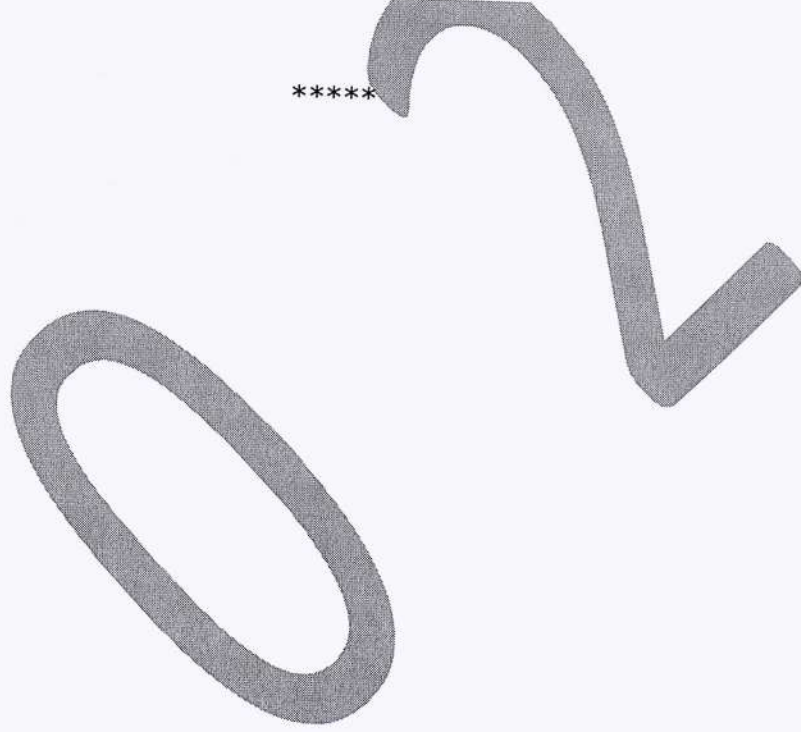
(4) वाक् + ईशः (5) वाक् + मयम्

(08)

(6) तत् + लयः (7) कविः + आयाति (8) हरिः + व्र

(9) तत् + टीका (10) हरिः + चरति

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**Faculty of Commerce, Sciences, Business Management**  
**B.Com/B.Sc/BBA I-Year, I- Semester Examination, December 2023**

**Subject: Second Language Arabic**

**PAPER: CLASSICAL PROSE, MODERN PROSE, GRAMMAR, AND HISTORY OF  
 ARABIC LITERATURE**

Time: 3 Hours

Max Marks: 70

**Section-A**

Answer any **FOUR** of the following questions. Each question carry 5 marks.  
 (4x5=20 Marks)

1. Translate the following verses:

1) ترجم الآيات التالية:

ورفعنا لك ذكرك ○ فإن مع العسر يسرا ○ إن مع العسر يسرا ○  
 ○

2. Answer the following question:

3) أجب عن السؤال الآتية في العربية:

أين يسكن عبد الرحمن؟

3. How many kinds of word? What are they?

5) كم قسما للكلمة؟ وما هي؟

1. Write the names of the poets who belong to pre-Islamic period?

2. Answer in Arabic: 6) أكتب أسماء الشعراء في العصر الجاهلي:

4) أجب باللغة العربية:

ما المراد بالنظافة الخاصة؟

3. How many kinds of word? What are they?

5) كم قسما للكلمة؟ وما هي؟

4. Explain the following verses:

6) اشرح الآيات الكريمة:

○ والتين ○ والزيتون ○ وطور سينين ○ وهذا البلد الأمين ○

**Section-B**



**II. Answer the following questions. Each question carry 10 marks (5x10=50 Marks)**

5. a) Write the Summary of Surah At Teen.

7) (ألف) اكتب خلاصة "سورة التين"

Or

b) Explain the summary of Suratul Inshirah in detail.

ب) اكتب تفسير "سورة الانشراح".

6. a) Write the Summary of "An Nazafa".

8) (ألف) اكتب خلاصة "النظافة"

Or

b) Write the conversation of "Al Hiwar".

ب) اكتب محادثة "الحوار"

7. a) Define Singular, Dual and Plural with examples.

9) (ألف) عرف المفرد، المثنى، والجمع مع الأمثلة

Or

b) Explain the kinds of word with examples.

ب) اشرح أقسام الكلمة مع الأمثلة

8. a) Write a brief note on "Hanging Odes":

10) (ألف) اكتب المقالة الوجيزة حول "المعلقات السبع"

Or

b) What do you know about characteristics of Arabic Language:

ب) ماذا تعرف عن ميزات اللغة العربية

9. a) Translate and explain the following verses with reference to the context:

11) (ألف) ترجم و اشرح الآيات التالية مع الإشارة إلى نصها:

لقد خلقنا الانسان في احسن تقويم 0 ثم رددنه اسفل سافلين 0 الا الذين آمنوا وعملوا الصلحت

فلهم اجر غير ممن ون 0

Or

b) What do you know about the poetry in Islamic Period?

ب) ماذا تعرف عن الشعر في العصر الإسلامي.

**Faculty of Commerce, Sciences, Business Management**  
**B.Com/B.Sc/BBA I-Year, CBCS-I Semester Examinations Dec- 2023**  
**Subject: Second Language Urdu**

Max.Marks : 70

Time: 3 Hrs.

**SECTION 'A'**

4x5=20

- I مندرجہ ذیل سوالات میں سے کوئی چار (4) کے مختصر جوابات مطلوب ہیں۔  
 ہر سوال کے لئے پانچ (5) نشانات مختص ہیں۔
- (1) غزل کے پہلے شعر کو کیا کہتے ہیں؟ مثال کے ساتھ لکھئے۔
- (2) حکایت کے کہتے ہیں؟ حکایت ”دویار“ کا خلاصہ بیان کیجئے۔
- (3) اقبال کے شعری مجموعوں کے نام لکھئے۔
- (4) مقطع کے کہتے ہیں؟ مثال کے ساتھ لکھئے۔
- (5) ڈرامے کے اجزائے ترکیبی پر روشنی ڈالیے۔
- (6) سفرنامہ پر نوٹ لکھئے۔

**SECTION 'B'**

5x10=50

- II تمام سوالات کے جوابات مطلوب ہیں۔
- (7) (a) نظم ”مستقبل“ میں شاعر نے کس چیز کو پیش کیا ہے؟  
 (b) ”فنون لطیفہ“ میں اقبال نے کیا پیغام دیا؟ تفصیل سے لکھئے۔
- (8) (a) میر تقی میر کو ”خدائے سخن“ کیوں کہا جاتا ہے؟  
 (b) اُردو شاعری کی روایت کا سہرا اولیٰ کے سر ہے کیوں؟
- (9) (a) نظم ”توحید“ کا مرکزی خیال بیان کیجئے۔  
 (b) غزل کی تعریف کیجئے اور اس کی خصوصیت بیان کیجئے۔
- (10) (a) اُردو غزل کے اجزائے ترکیبی بیان کیجئے۔  
 (b) مظہر علی خان ولا کی حکایتوں کا خلاصہ لکھئے۔
- (11) (a) ولی دکنی کی شاعرانہ خصوصیت بیان کیجئے۔  
 (b) سراج اورنگ آبادی کے حالات زندگی پر نوٹ لکھئے۔

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**Faculty of Commerce**  
**B.Com I-Year, CBCS-I Semester Regular Examinations Jan-2024**  
**PAPER: Principles of Accounting**

Time: 3 Hours

Max Marks: 70

## Section-A

**I. Answer any FIVE of the following questions (5x4=20 Marks)**

1. Define Accounting.
2. Define Subsidiary books.
3. What is a bank reconciliation statement?
4. What do you understand by capital expenditure? Give two examples.
5. What is meant by Final accounts?
6. Explain Business entity concept.
7. What is Credit Note ? Prepare a Credit Note with imaginary figures?
8. What is meant Suspense Account?

## Section-B

**II. Answer the following questions (5x10=50 Marks)**

9. (a) What are the advantages and limitations of financial accounting?.

(OR)

- (b) Enter the following transactions in the journal of Shri Pankaj.

Date	Particulars	Amount (Rs.)
January 1,2022	Commenced business with cash	1,50,000
January 5,2022	Deposited with the bank	1,00,000
January 10,2022	Bought goods from Reema	50,000
January 12,2022	Sold goods to Samita	10,000
January 15,2022	Bought goods for cash	30,000
January 18,2022	Received cash from Samita	4,900
	Discount allowed	100
January 21,2022	Paid Reema by Cheque	35,000
	Received discount	200
January 25,2022	Returned damaged goods to Reema	2,000
January 26,2022	Samita returns damaged goods	1,500
January31,2022	Paid salaries	15,000

10. (a) What are the different types of subsidiary books? Explain.

(OR)

- (b) Enter the following transactions in cash book with cash and discount columns.

Date	Particulars	Rs.
Feb 1,2022	Cash in hand	5,000
Feb 3,2022	Received from Sendhi (discount Rs.2,000)	40,000
Feb 5,2022	Paid cash to Govinda	10,000
Feb 7,2022	Paid to Subash (discount Rs.500)	14,500
Feb 10,2022	Purchased goods from Fardeen	15,000
Feb 15,2022	Cash sales	22,000
Feb 17,2022	Paid Malini	11,000
Feb 18,2022	Received from Sri Krishna on account (Discount Rs.1000)	21,000
Feb 22,2022	Paid cartage	250
Feb 23,2022	Received commission	2,700
Feb 25,2022	Paid to Fardeen on account (discount Rs.500)	12,500
Feb 26,2022	Received interest on bank account in cash	2,500
Feb 28,2022	Paid electricity bill	900



11.(a) List the items which cause the difference in the bank balance in the cash book and pass book.

(OR)

(b) You are required to draw up a Bank reconciliation statement from the following particulars:

- 1) Balance as per cash book on 31.12.2021 was Rs.10,000
- 2) Cheques of Rs.10,000 were paid on December 25, but collected in January 2022.
- 3) Cheques of Rs. 4,000 were issued in December out of which only cheques of Rs.2,500 were presented for payment in 2021.
- 4) Bank charged Rs.75 as incidental charges for which no adjustment was made.
- 5) The bank column in the cash book was overcast on the payment side by Rs.500.

12.(a) Define depreciation. What are the causes of depreciation?

(OR)

(b) The accountant of Mr. X prepared the Trial Balance for the year ended 31 March, 2020. But there was a difference and the accountant put the difference in Suspense Account. Rectify the following errors found and prepare the Suspense account.

- 1) The total of the returns outward book, Rs.420 has not been posted in the ledger.
- 2) A purchase of Rs. 350 from Y has been entered in the sales book. However Y's account has been correctly entered.
- 3) A sale of Rs.390 to Z has been credited to his account as Rs.290.
- 4) Old furniture sold for Rs.5,400 had been entered as Rs. 4,500 in sales account.
- 5) Goods taken by proprietor Rs.500 has not been entered in the books at all.

13.(a) What are the objectives of preparing the Trading Account, Profit & Loss Account and Balance Sheet.

(OR)

(b) From the following Trial Balance of Sri Subash. Prepare Trading and Profit and Loss Account for the year ended 31<sup>st</sup> December, 2020 and a Balance Sheet as on that date after giving effect to the adjustments given:

Particulars	Debit (Rs)	Credit (Rs.)
Capital	-	2,00,000
Purchases and Sales	34,96,000	36,00,000
Bank	7,500	
Salaries	21,000	-
Carriage on sales	2,500	
Carriage on Purchases	2,000	-
Lighting	1,500	
Building	1,35,000	
Rates and Taxes	2,000	
Debtors and Creditors	40,000	1,00,000
Furniture	30,000	
Cash in hand	1,250	
Bills receivable and Bills payable	7,500	50,000
Machinery	3,06,250	
Loan		1,00,000
Discount		2,000
Commission		500
	40,52,500	40,52,500

**Adjustments:**

- (a) Rates have been prepaid to the extent of Rs.600
- (b) Write off bad debts amounting to Rs.2,500
- (c) A provision of 5% has to be made on debtors.
- (d) Building have to be depreciated by 2% , Machinery and Furniture by 10%
- (e) Closing stock was valued at Rs.30,000

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**Faculty of Commerce**  
**B.Com I-Year, CBCS-I Semester Regular Examinations Jan-2024**  
**PAPER: Business Organisation and Management**

**Time: 3 Hours**

**Max Marks: 70**

**Section-A**

**I. Answer any FIVE of the following questions (5x4=20 Marks)**

1. Define Business. Explain characteristics of Business.
2. Explain contents of Articles of Association.
3. Define Management. Explain its characteristics.
4. What do you understand by MBO? Explain steps in MBO.
5. Explain Delegation of Authority.
6. Explain the terms Line and staff.
7. What do you meant by Limited liability partnership.
8. Explain differences between Articles of association & Memorandum of association

**Section-B**

**II. Answer the following questions (5x10=50 Marks)**

9. (a) Explain the terms Trade and Industry. What are the types of industry?  
**(OR)**  
(b) Explain differences between sole Trader and Partnership.
10. (a) Define Joint stock company. Explain advantages and disadvantages of Joint stock company.  
**(OR)**  
(b) What do you understand by Prospectus. Explain its contents.
- 11.(a) What are the functions of Management.  
**(OR)**  
(b) Define Scientific Management. What are the objectives of Scientific Management?
- 12.(a) Define organisation. Explain process of organization?  
**(OR)**  
(b) What is meant by Span of Supervision? Explain factors influencing the span of supervision.
- 13.(a) Define coordination. Explain techniques of effective coordination.  
**(OR)**  
(b) Explain differences between authority, Power and Responsibility

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**Faculty of Commerce**  
**B.Com I-Year, CBCS-I Semester Regular Examinations Jan-2024**  
**PAPER: Fundamentals of Information Technology**

Time: 3 Hours

Max Marks: 50

## Section-A

**I. Answer any FIVE of the following questions (5x2=10 Marks)**

1. Explain the major components of a computer.
2. What are common methods for storing and retrieving data in computer systems?
3. Explain the features of word processing software.
4. What are the advantages and disadvantages of using batch processing?
5. Explain the purpose of a modem in data communication, and how does it work?
6. How do plotters differ from printers in terms of output?
7. Give examples where spreadsheet software is particularly useful?
8. What is data transmission speed, and how is it measured?

## Section-B

**II. Answer the following questions (5x8=40 Marks)**

9. (a) How are computers classified based on their size, and what are some examples of each type? What criteria are used for classifying computers based on functionality?

OR

(b) What is the purpose of voice recognition systems in computer technology? How do vision input systems contribute to computer input?

- 10.(a) How are binary arithmetic performed, and what are the basic operations involved? Explain the concept of bit-wise operations in binary arithmetic?

OR

(b) Differentiate between ROM, PROM, EPROM, and EEPROM in terms of their characteristics and usage.

- 11.(a) How software types are classified, and what are the main categories? Provide examples of different types of softwares.

OR

(b) What is machine language, and how does it differ from higher-level programming languages? Discuss the advantages and disadvantages of programming in assembly language?

- 12.(a) What is the role of an assembler in the process of program execution? Explain the functions of compilers and how they differ from interpreters?

OR

(b) What is the Disk Operating System (DOS), and what were its main features and limitations? How does Windows operating system differ from DOS?

- 13.(a) Explain the steps involved in the communication process within a data communication system. How do sender and receiver devices interact during data transmission?

OR

(b) What is the role of protocols in computer networks, and why are they necessary? Provide examples of widely used network protocols and their functions.

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**Faculty of Science**  
**BCA I-Year CBCS I-Semester Regular Examinations Dec- 2023**  
**Paper: EFFECTIVE COMMUNICATION**

Time: 3 Hours

Max. Marks: 70

**SECTION – A**

**I. Answer any Five questions. All questions carry equal Marks ( 5 x 4 = 20 Marks)**

1. Use the suitable **articles** in the blanks:
  - a. Breakfast is served at six in .....morning. (a/ an/ the )
  - b. Newyork is .....large city. (a/ an/ the )
  - c. She is .....best friend of mine. (a/ an/ the )
  - d. This is .....unusual experience. (a/ an/ the )
2. Verb Forms: **Tenses**
  - a. He was .....by a mad dog.(bite )
  - b. She .....milk everyday.(drink)
  - c. Our visitors .....yesterday.(arrive)
  - d. She .....a huge bungalow. (have)
3. Choose the correct option:
  - a. Sumathi .....a wise girl .(is /are/was)
  - b. We .....a big National.(are/was/were)
  - c. There .....no need of your help .(is/are/been)
  - d. India .....a big country.(Is/are/be)
4. Write suitable **prepositions** in the blanks:
  - a. He met Krishna .....a super market.
  - b. we work .....Monday to Friday.
  - c. My father bought a new bike .....me.
  - d. She goes to college .....bus.
5. Identify the **pronouns** from the sentences:
  - a. She is the same height as ..... sister.
  - b. I bought the coffee with.....money.
  - c. You can't blame .....for everything.
  - d. ....are trying to flog their house.
6. Write Homonyms for the following words.
 

a. Buy	e. Sell
b. Deer	f. Die
c. Flower	g. Hair
d. Knot	h. Piece
7. Correct the FOUR sentences that are **Misplaced modifiers**:
  - a. Tom barely skidded six inches in the milk spill.
  - b. The pedestrian was hot by a car, sitting on the curb.
  - c. claiming a neck injury ,the bungee cord company was used by a jumper .
  - d. Contaminated with oil from the spill, Jeff refused to purchased the property.
8. Write the expressions for the following one word substitution.
  - a. Cannibal
  - b. bilingual
  - c. Ecology
  - d. Optimist



**SECTION B**

**II. Answer any ALL questions. All questions carry equal Marks (5 x 10 = 50 Marks)**

9. A). i. What is the difference between written and oral communication ? 5 M  
 ii. Why is Knapp's relationship model important? 5 M

**OR**

- B). i. Read carefully and answer the questions from the **Unseen Passage** : 5 M

Taking selfies is one of the most popular activities of today's time. Selfie means to capture a photo of yourself using your smartphone. When the craze of taking selfies increased in the people, a product called Selfie Stick was very much sold in the market.

By setting the smartphone in the selfie stick, people could easily take a selfie of many people in a single frame. But as time passed, the craze of selfie sticks ended.

Now, people use only their smartphones to take selfies and share them on social media platforms like Facebook, Instagram, Twitter, Snapchat, etc.

With the advancement, the kinds of selfies have also changed. Now, you can take a 3D selfie on your smartphone. The difference between 2D and 3D selfies is that 2D selfies can be viewed only from the angle from which it's taken, whereas 3D selfies can be viewed from any angle.

**Questions –**

- What is meant by a selfie?
- Why did people use selfie sticks?
- Explain the difference between 2D and 3D selfies.
- Why do people take selfies?
- Write the antonym of the words 'Advancement'.

- ii. what is team work and why does it matter ? 5 M

10. A). i. What is the difference between verbal and Nonverbal communication? 5 M  
 ii. Read carefully and answer the questions from the **Unseen Passage** 5 M

In the olden times, people were dependent on three things: food, clothes, and house.

They used to do agriculture for food. Whatever they grew in the fields, they fed themselves and their family. Cotton and hand-made woolen clothes were the most popular clothes of that time. People used to wear cotton clothes in summer and hand-made woolen clothes in winter.

Since earlier most of the people lived in the villages, so their houses were of mud. Due to not much-advanced technology, they used only limited resources for living.

But today, the time has completely changed. Today's people prefer to live in cities rather than villages. They like living in luxurious houses and bungalows, traveling to new places, eating different types of *cuisines* in hotels and restaurants, using new advanced technology, etc.

Before, people lived comfortably with limited resources, but today they have a lot of stress.

**Questions –**

- How was the life of the people in the olden times?
- What things did people depend on in the olden times?
- Write the synonym of the word 'Cuisine'.
- What kinds of clothes were the most popular?
- Where do people like to live in ?



OR

- B). i. What is meant by emotional quotient? 5 M  
 ii. A Comprehension Passage: 5 M

Avul Pakir Jainulabdeen Abdul Kalam was an Indian aerospace scientist who served as the 11th President of India from 2002 to 2007. He was born and raised in Rameswaram, Tamil Nadu, and studied Physics and aerospace engineering.

The birth anniversary of Dr. APJ Abdul Kalam is observed as **World Students' Day** which was declared by the United Nations Organisation in 2010.

The "Missile Man of India" and "People's President of India" are the nicknames of the former President of India and Indian scientist Dr. A.P.J. Abdul Kalam. His association with India's Space and Missile Development Program gave him the identity of "Missile Man of India". Take this quiz on Dr. A.P.J. Abdul Kalam to know more about him.

Dr. APJ Abdul Kalam death anniversary is observed every year on July 27. He passed away in 2015 while giving a lecture at the Indian Institute of Management, Shillong at the age of 83 after suffering from cardiac arrest.

- What is the full name of Dr. Abdul Kalam?
- When was Dr. A.P.J. Abdul Kalam born?
- Which island is named after Dr. A.P.J. Abdul Kalam?
- Dr. A.P.J. Abdul Kalam was the .....President of India.
- What is the birthplace of Dr. APJ Abdul Kalam?

11. A). i. Write Tenses and their structure with one example each 5 M  
 ii. Write Verb forms for the following words 5 M  
 a) Awake      b) Drink      c) Speak      d) Write      e) Go

OR

- B). i. What are the steps of report writing explain? 5 M  
 ii. Write a letter to the principal for leave of absence for sister marriage. 5 M

12. A). i. Write an essay on Health is wealth? 5 M  
 ii. Antonyms 5 M  
 a) Bravery      b) Artificial      c) Conceal      d) Expensive      e) Immense

OR

- B). i. Write root word and prefix for the following words. 5 M  
 a) Immature      b) inactive      c) preschool      d) Restore      e) ungrateful  
 ii. Write meaning for the following phrasal verbs. 5 M  
 a) Hang on      b) Break up      c) call off      d) give in      e) look into

13. A). i. What is meant by email etiquette and why it is important? 5 M  
 ii. Synonyms : 5 M  
 a) Amazing      b) dead      c) independent      d) huge      e) abundant

OR

- B). i. What is the importance of 'Johari window' in personal change management? 5 M  
 ii. Discuss the dos and don'ts of precise writing? 5 M

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**Faculty of Science**  
**BCA I-Year CBCS I-Semester Regular Examinations Jan- 2024**  
**Paper: Web Technologies**

**Time: 3 Hours**

**Max. Marks: 70**

**SECTION – A**

**I. Answer any Five of the following questions.**

**( 5 x 4 = 20 Marks)**

1. What are the key components of the WWW? Explain the benefits and challenges of using the WWW. How it differs from Internet?
2. What is the basic syntax of CSS3 rules? What are the different components of a CSS3 rule.
3. How does RWD improve the user experience across different devices and screen sizes? What are the key benefits and challenges of implementing RWD?
4. How can you define and use variables to store data in JavaScript?
5. What is TypeScript and how does it differ from JavaScript?
6. How do inline and block elements affect the layout of a web page? Explain.
7. What are the differences between margin, padding, border, and outline?
8. How can you use JSON to send and receive data from web servers?

**SECTION B**

**II. Answer the following questions.**

**(5 x 10 = 50 Marks)**

9. A) i. What is the purpose of the Browser Object Model (BOM) and the Document Object Model (DOM) ? (4 marks)  
ii. What are the main properties and methods of the BOM? (3 marks)  
iii. What are the different nodes in the DOM tree? (3 marks)

**OR**

- B) i. What are the new HTML tags and what are their functions?  
ii. How can you create different types of links in HTML?  
iii. How can you create different types of lists with HTML?
10. A) i. What are the different types of style sheets (5 marks)  
ii. Explain CSS3 Selectors. (5 marks)

**OR**

- B) i. What are the different color formats available in CSS3? Explain. How can you use color gradients and transparency to create visually appealing effects? (5 marks)  
ii. How do you style tables in CSS3 to control their appearance and layout? (5 marks)
11. A) i. What is the viewport and explain it affect the rendering of a web page on different devices? How can you define the viewport meta tag to control the initial zoom level and scaling? What are the different ways to optimize the viewport for different screen sizes and resolutions?



ii. What are the different techniques for delivering responsive images? How can you optimize image file sizes for faster loading and improved mobile performance?

**OR**

B) i. What is the basic syntax for a media query and what are the different types of media queries available?

ii. How can you use media types to create different styles for different output devices?

12. A) i. How do you interact with HTML forms using JavaScript?

ii. What are the different data types available in JavaScript

**OR**

B) i. What are the different methods and properties available for working with strings?

ii. What are the different types of events available in JavaScript? Explain.

13. A) i. What are interfaces in TypeScript and how do they define the structure of objects?

ii. How can you define and use functions in TypeScript with type annotations for arguments and return values?

**OR**

B) i. What are the different types of modules available in TypeScript? Explain.

ii. What is JSX (JavaScript XML) and how can it be used to write React components in TypeScript?

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**Faculty of Science**

**BCA I-Year CBCS I-Semester Regular Examinations Jan- 2024**

**Paper: Programming in C**

**Time: 3 Hours**

**Max. Marks: 70**

**SECTION – A**

**I. Answer any FIVE of the following questions.**

**( 5 x 4 = 20 Marks)**

1. Define a Computer. Specify different Computer Languages.
2. What are the Type Qualifiers? Describe.
3. What are Pre processor commands?
4. Write the Concepts of Strings in C.
5. Write a short note on Streams.
6. Convert 257 decimal number to Binary and 10001 binary number to decimal.
7. Explain “continue” statement with example program.
8. Write about Command Line Arguments.

**SECTION B**

**II. Answer the following questions.**

**(5 x 10 = 50 Marks)**

9. A) Write the Structure of Simple C program. Write the applications of C programs. Specify the Tokens used in C.

**OR**

B) What are the different Operators used in C. Write their Precedence. Explain Expression evaluation in C.

10. A) Differentiate between if,-else-if and switch statements. Give examples to each.

**OR**

B) Define Functions. What are user defined Functions? Write a program to explain the usage of them.

11. A) Define an Array? Write the applications of Arrays. Write a C program to find the 2x2 matrix Addition.

**OR**

B) What is searching? Write a C program for Binary Search. And trace the program with sample values.

12. A) What are Pointers? Write the uses of Pointers. Explain Array of Pointers with example program.

**OR**

B) Describe String Manipulation Functions in C.

13. A) Define a Structure. How to initialize and access Structures? Explain Self Referential Structures.

**OR**

B) What are Files? Discuss the Modes of Files.

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## Faculty of Science

## BCA I-Year CBCS I-Semester Regular Examinations Jan - 2024

## Paper: MATHEMATICAL FOUNDATIONS OF COMPUTER SCIENCE

Time: 3 Hours

Max. Marks: 70

## SECTION – A

I. Answer any Five questions. All questions carry equal Marks

(5 x 4 = 20 Marks)

1. Define the following laws of logic (i) De Morgan's Laws (ii) Commutative Laws.
2. For  $\mathcal{U} = \{1,2,3, \dots, 9,10\}$ . Let  $A = \{1,2,3,4,5\}$ ,  $B = \{1,2,4,8\}$ ,  $C = \{1,2,3,5,7\}$  and  $D = \{2,4,6,8\}$  then determine  $\bar{C} \cup \bar{D}$ .
3. Define function, domain, co domain and range of a function.
4. Determine the sequence generated by the generating function  $f(x) = (2x - 3)^3$ .
5. Define directed graph and subgraph.
6. Define Group.
7. If  $A = \{1,2,3\}$  and  $B = \{2,3\}$  then find  $A \times B$  and  $B \times A$ .
8. Define semi group and Monoid.

## SECTION B

II. Answer any ALL questions. All questions carry equal Marks

(5 x 10 = 50 Marks)

9. A) State and prove Division Algorithm.

OR

- B) (i) Use the laws of set theory, simplify the expression  $\overline{(A \cup B) \cap C} \cup \bar{B}$ .  
(ii) Define Tautology. Construct a truth table for compound statement  $(p \wedge q) \rightarrow p$ .

10. A) (i) The functions  $f, g, \square: \square \rightarrow \square$  are defined such that  $f(x) = x^2$ ,  $g(x) = x + 5$  and  $\square(x) = \sqrt{x^2 + 2}$  then find  $(\square \circ g) \circ f$  and  $f \circ (g \circ \square)$ .  
(ii) Draw the Hasse diagram for the poset  $\mathcal{P}(\mathcal{U}, \subseteq)$  where  $\mathcal{U} = \{1,2,3\}$ .

OR

- B) Define equivalence relation. If  $A = \{1,2,3,4\}$ , give an example of a relation  $\square$  on  $A$  which is  
(i) reflexive and symmetric but not transitive  
(ii) reflexive and transitive but not symmetric

11. (a) (i) Find the unique solution for the recurrence relation  $a_{n+1} - 1.5a_n = 0, n \geq 0$ .  
(ii) Find the generating function for the sequence  $1, -1, 1, -1, \dots$

OR

- B) Solve the recurrence relation  $2a_{n+3} = a_{n+2} + 2a_{n+1} - a_n, n \geq 0$ ,  
 $a_0 = 0, a_1 = 1, a_2 = 2$ .

12. A) Prove that the set  $G = \{1, \omega, \omega^2\}$  (cube roots of unity) is an Abelian group with respect to Multiplication.

OR

- B) Prove that the set  $G = \{0,1,2,3\}$  forms an Abelian group with respect to addition modulo 4.

13. A) Define (i) Euler circuit (ii) regular graph (iii) degree of vertex in a graph  
(iv) connected graph (v) complete graph

OR

- B) Determine  $|V|$  for the following graph  $G$   
(i)  $G$  has nine edges and all vertices have degree 3  
(ii)  $G$  has ten edges with two vertices of degree 4 and all others of degree 3

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## Faculty of Science

BCA I-Year CBCS I-Semester Regular Examinations Jan- 2024

Paper: DIGITAL PRINCIPALS

Time: 3 Hours

Max. Marks: 70

## SECTION – A

I. Answer any Five questions. All questions carry equal Marks

( 5 x 4 = 20 Marks)

1. i)  $(4096)_{10} = (?)_8$       ii)  $(1654)_8 = ( ? )_{16}$
2. Explain 4x1 multiplexer with diagrams
3. Explain clocked RS – flipflop with truth table
4. Explain Johnson counter with diagram.
5. Draw any one circuit with latch in A synchronous sequential circuits
6. Explain 2 to 4 decoder with truth table.
7. Explain 1 bit comparator and draw the logic diagram.
8. Subtract  $(11010110)_2 - (10110010)_2$  using 2's complement method.

## SECTION B

II. Answer any ALL questions. All questions carry equal Marks

(5 x 10 = 50 Marks)

9. A) Explain Basic logic gates and Universal gates with symbols and truth tables.  
OR  
B) Convert the following  $\bar{A} + \bar{B}$  to Canonical form and Write associative laws and Demorgan's theorems
10. A) Simplify  $f = \pi M (0,1,2,4,6,8,10,11,12)$  using K-Map and implement the circuit using logic gates.  
OR  
B) Simplify  $Y = (A,B,C,D) = \sum m (0,1,3,7,8,9,11,15)$  using tabular method.
11. A) Explain JK-flipflop using truth table and circuit diagram.  
OR  
B) Explain state reduction and assignment design procedure with one example.
12. A) Explain 4 bit synchronous counter with truth table and timing diagrams.  
OR  
B) Define Register and Explain types of shift registers with neat diagrams.
13. A) Explain design procedure for asynchronous sequential circuits.  
OR  
B) Explain Analysis procedure in asynchronous sequential circuits.

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**Faculty of Business Management**  
**BBA I-Year, CBCS-I Semester Regular Examinations Jan-2024**  
**PAPER: Business Economics**

**Time: 3 Hours**

**Max Marks: 70**

**Section-A**

**I. Answer any FIVE of the following questions**

**(5×4=20 Marks)**

1. Definition of Business Economics and its characteristics
2. Determinants of Demand
3. Production function
4. Economies of scope
5. Features of Perfect competition
6. Kinked demand curve
7. Law of Supply
8. Iso-cost curves

**Section-B**

**II. Answer the following questions**

**(5×10=50 Marks)**

9. (a) Explain the nature and scope of business economics.

**(OR)**

- (b) Explain about:

- i. Incremental Cost
- ii. Equi-marginal principle.

- 10.(a) What does Law of Demand states? Explain Law of Demand and also mention its exceptions.

**(OR)**

- (b) Explain elasticity of Supply.

- 11.(a) Explain Law of Diminishing Returns to scale with graph.

**(OR)**

- (b) Discuss about Iso-Quant curves.

12. (a) Define the term Cost and explain short run cost curves.

**(OR)**

- (b) What are economies to scale? Explain internal and external economies to scale.

13. (a) Explain the procedure for price determination in Monopolistic competition market.

**(OR)**

- (b) Explain about:

- i. Features of Oligopoly
- ii. Market Positioning.

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**Faculty of Business Management**  
**BBA I-Year, CBCS-I Semester Regular Examinations Jan-2024**  
**PAPER: Basics of Marketing**

**Time: 3 Hours**

**Max Marks: 70**

**Section-A**

**I. Answer any FIVE of the following questions** **(5x4=20 Marks)**

1. Scope of Marketing.
2. What is Consumer Market?
3. Define New Product.
4. What is Product Line Decision?
5. What is Personal Selling?
6. Write about Production Concept.
7. Define Price and Pricing.
8. What is Promotion Mix?

**Section-B**

**II. Answer the following questions** **(5x10=50 Marks)**

9. (a) Explain the history and evolution of Marketing.  
**(OR)**  
(b) What do you mean by Marketing concept? State briefly the elements of Marketing concept.
- 10.(a) State the levels of Market Segmentation.  
**(OR)**  
(b) Discuss product positioning with suitable examples.
- 11.(a) Explain about the stages of New Product Development.  
**(OR)**  
(b) Explain about consumer adoption process in detail.
12. (a) Explain about Product Mix decisions with suitable examples.  
**(OR)**  
(b) What are the objectives of pricing policy? Explain.
13. (a) Define Advertisement. Explain the characteristics of Advertisement.  
**(OR)**  
(b) Explain about the different distribution channels.

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**Faculty of Business Management**  
**BBA I-Year, CBCS-I Semester Regular Examinations Jan-2024**  
**PAPER: Principles of Management**

**Time: 3 Hours**

**Max Marks: 70**

**Section-A**

**I. Answer any FIVE of the following questions (5x4=20 Marks)**

1. Significance of Management.
2. What is Contingency Plan?
3. What is meant by Delegation?
4. What is Span of Control?
5. What is Motivation?
6. What is Training?
7. What is Performance Appraisal?
8. What is Knowledge Management?

**Section-B**

**II. Answer the following questions (5x10=50 Marks)**

9. (a) Define Management and explain its scope.  
**(OR)**  
(b) Describe the functions of Management.
- 10.(a) Define Planning and explain the types of planning in detail.  
**(OR)**  
(b) What is Decision Making? Explain the steps in decision making process.
- 11.(a).What are the principles of Organizing ? Explain.  
**(OR)**  
(b) Write about formal and informal organizations with their advantages and disadvantages.
12. (a) State the sources of recruitment and explain the selection process.  
**(OR)**  
(b) What is coordination and what are its types? Explain.
13. (a) Discuss the role of Technology in Management of an Organization.  
**(OR)**  
(b) Explain the concept of organization change and how its leads to development?

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