

Exam. Code : 105402

Subject Code : 1468

Bachelor in Business Administration 2nd Semester

ENGLISH COMPULSORY

Paper—BBA-201

Time Allowed—Three Hours] [Maximum Marks—50

SECTION—A

I. Attempt **SIXTEEN (16)** of the following :—

Make questions with who/what/when/how/which :

- (1) Dane said something.
- (2) He was born in a village.
- (3) This word means something.

Complete each sentence with a suitable verb :

- (4) We could not afford _____ in London. Its too expensive.
- (5) There was a lot of traffic, but we managed _____ the airport in time.
- (6) We have got new computer software in our office. I haven't learnt _____ it yet.

Make 1 sentence from 2. Use the sentence in brackets to make a relative clause :

- (7) We often go to visit our friends in Cambridge.
(It is not far from London.)

(8) Steven is one of my close friends. (I have known him for a very long time.)

(9) Lisa is away from home a lot. (Her job involves a lot of travelling)

Put in "the" or "a/an" where necessary.

(10) We had dinner in _____ very nice restaurant in Batala.

(11) We stayed at a very nice hotel – I can't remember _____ name now.

(12) It's a beautiful day. Let's sit in _____ garden.

Which is correct ?

(13) I looked down and there were two *ten-pound/ten pounds* notes on the ground.

(14) It's quite a long book. There are *450 page/450 pages*.

(15) There are *60 minute/60 minutes* in an hour.

(16) Its only a *two-hour/two hours* flight from London to Madrid.

Put in "some" or "any" :

(17) Tonight I'm going out with _____ friends of mine.

(18) Have you seen _____ good movies recently ?

(19) I didn't have _____ money, so I had to borrow.

(20) He did everything himself, without _____ help.

1×16=16

SECTION—B

II. Attempt any **FOUR (4)** of the following. Choose at least **TWO** from each text. The answer to each question should not exceed **15 to 20** sentences.

- (1) What does Eveline decide in the end of the story ?
(Eveline)
- (2) Discuss the use of irony and satire in "Toba Tek Singh".
- (3) Write a note on the theme of the story "The Taboo".
- (4) Observe the use of various figures of Speech in "A strand of cotton".
- (5) How does the writer make fun of fond parents ?
(Beauty and The Beast).
- (6) What did the American tourist want to buy ?
Why could she not get it ?
(With a song on their lips)
- (7) Why does the author bank no more ?
(My financial career)
- (8) What were the Scholastic methods used by Miss Beam in her school ? What was so original about her system ?
(The School for Sympathy)
 $3 \times 4 = 12$

III. Give meaning of the following words and use them in your sentences :

Avert, Elusive, Serge, Relentlessly. $1 \times 4 = 4$

- IV. Write a letter to your Pen-friend in England, telling him/her some of the favourite games of rural Punjab.

OR

Write a Polite letter of Protest to one of your neighbours whose stereo-set is a nuisance to you. 4

SECTION—C

- V. Attempt the following in approximately 300 words :
What is AIDS ? What steps are taken to combat and curb this silent invader ?

OR

Discuss the theme of Casteism in the Story "A Strand of Cotton". 1×6=6

- VI. Read the following passage and answer the questions given below :—

I sat down shyly at the extreme end of the last row of benches. Most of the new students had already arrived and had scattered themselves here and there in their seats. A few seemed to know one another and were conversing softly among themselves. The rest were isolated and silent and looked blankly at the blackboards ahead of them, like a congregation in Church waiting for the service.

Questions :—

- (1) Name the chapter and its writer from which this extract has been taken.
- (2) Why did the writer sit shyly ?
- (3) What were most of the students doing ?
- (4) Explain "Like a congregation in church waiting for a service ?" 2×4=8

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Subject Code : 1469

Bachelor in Business Administration 2nd Semester

ਪੰਜਾਬੀ ਲਾਜ਼ਮੀ

Paper-BBA-202(i)

Time Allowed—3 Hours]

[Maximum Marks—50

ਨੋਟ :- ਸਾਰੇ ਪ੍ਰਸ਼ਨ ਲਾਜ਼ਮੀ ਹਨ।

1. 'ਦੋ ਰੰਗ' ਪਾਠ ਪੁਸਤਕ ਵਿਚੋਂ 'ਭੂਆ' ਕਹਾਣੀ ਦਾ ਸਾਰ ਲਿਖੋ।
ਜਾਂ
'ਦੋ ਰੰਗ' ਪਾਠ ਪੁਸਤਕ ਵਿਚੋਂ 'ਲੱਛਮੀ' ਕਹਾਣੀ ਦਾ ਵਿਸ਼ਾ ਵਸਤੂ ਲਿਖੋ। 10
2. 'ਸੁਰਿੰਦਰ ਕੌਰ' ਰੇਖਾ-ਚਿੱਤਰ ਦਾ ਨਾਇਕ ਬਿੰਬ ਉਸਾਰੋ।
ਜਾਂ
'ਬਲਰਾਜ ਸਾਹਨੀ' ਰੇਖਾ-ਚਿੱਤਰ ਦੇ ਕਲਾਤਮਕ ਗੁਣ ਲਿਖੋ। 10
3. ਸ਼ਬਦ ਬਣਤਰ ਵਿਚ ਕਾਰਜਸ਼ੀਲ ਮੂਲ ਸੰਕਲਪਾਂ ਬਾਰੇ ਨੋਟ ਲਿਖੋ। 5
4. ਹੇਠ ਲਿਖਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਦੋ ਸ਼ਬਦ ਸ਼੍ਰੇਣੀਆਂ ਬਾਰੇ ਸੰਖੇਪ ਜਾਣਕਾਰੀ ਦਿਓ :
ਵਿਸ਼ੇਸ਼ਣ, ਕਿਰਿਆ, ਪੜਨਾਂਵ, ਨਾਂਵ। 5

5. ਕਿਸੇ ਇੱਕ ਵਿਸ਼ੇ ਉੱਪਰ ਪੈਰਾ ਰਚਨਾ ਕਰੋ :

1. ਅਨਪੜਤਾ

2. ਨਾਨਕ ਦੁਖੀਆ ਸਭ ਸੰਸਾਰ

3. ਸਵੈ-ਅਧਿਐਨ।

5

6. ਪੈਰਾ ਪੜ੍ਹ ਕੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ ਦਿਓ :

ਮਿੱਠਤ ਨਾਲ ਅਸੀਂ ਕਈ ਸੰਸਾਰਕ ਕਾਰਜ ਸਿੱਧ ਕਰ ਸਕਦੇ ਹਾਂ, ਲੋਕਾਂ ਕੋਲੋਂ ਸਤਿਕਾਰ ਤੇ ਪ੍ਰਸੰਸਾ ਪ੍ਰਾਪਤ ਕਰਦੇ ਹਾਂ ਤੇ ਉਨ੍ਹਾਂ ਉੱਤੇ ਆਪਣੇ ਸੁੱਭ ਆਚਰਨ ਦਾ ਪ੍ਰਭਾਵ ਪਾ ਸਕਦੇ ਹਾਂ। ਇਸ ਦੇ ਉਲਟ ਕੌੜਾ ਬੋਲਣਾ ਇਕ ਅਜਿਹਾ ਔਗੁਣ ਹੈ ਜਿਸਦੇ ਹੇਠਾਂ ਮਨੁੱਖ ਦੇ ਸੁੱਭ ਗੁਣ ਵੀ ਢੱਕੇ ਜਾਂਦੇ ਹਨ। ਕੌੜਾ ਬੋਲਣ ਵਾਲੇ ਤੋਂ ਲੋਕ ਦੂਰ-ਦੂਰ ਰਹਿੰਦੇ ਹਨ। ਅਜਿਹਾ ਬੰਦਾ ਭਾਵੇਂ ਕਿੰਨਾ ਵੀ ਅਮੀਰ ਤੇ ਗਿਆਨਵਾਨ ਹੋਵੇ ਜਾਂ ਕਿਸੇ ਉੱਚੀ ਪਦਵੀ ਉੱਤੇ ਹੋਵੇ, ਉਹ ਲੋਕਾਂ ਵਿਚ ਦਿਲੀ ਆਦਰ ਪ੍ਰਾਪਤ ਨਹੀਂ ਕਰ ਸਕਦਾ। ਸਭ ਲੋਕ ਮਿੱਠਤ ਦੇ ਗਾਹਕ ਹਨ ਤੇ ਸਾਰੇ ਹੀ ਕੌੜੀ ਚੀਜ਼ ਨੂੰ ਖੁਕ ਦੇਂਦੇ ਹਨ। ਕੌੜੇ, ਫਿੱਕੇ ਤੇ ਖਰ੍ਹਵੇਂ ਬੋਲ ਅਤੇ ਵਿੰਨ੍ਹਵੀ ਟੋਕਾ-ਟਾਕੀ ਤੇ ਆਲੋਚਨਾ ਹਰ ਕਿਸੇ ਦਾ ਦਿਲ ਲੂੰਹਦੀ ਹੈ ਤੇ ਇਨ੍ਹਾਂ ਦਾ ਅਸਰ ਸਦੀਵੀ ਹੁੰਦਾ ਹੈ। ਇਸੇ ਵਾਸਤੇ ਕਿਹਾ ਜਾਂਦਾ ਹੈ ਕਿ ਤਲਵਾਰ ਦਾ ਫੱਟ ਮਿਲ ਜਾਂਦਾ ਹੈ, ਪਰ ਜ਼ਬਾਨ ਦਾ ਫੱਟ ਕਦੀ ਨਹੀਂ ਮਿਟਦਾ।

1. ਕਿਸ ਗੁਣ ਨਾਲ ਸੰਸਾਰਕ ਕਾਰਜ ਸਿੱਧ ਹੋ ਸਕਦਾ ਹੈ ?

2. ਸਾਰੇ ਲੋਕ ਕਿਸ ਔਗੁਣ ਤੇ ਖੁੱਕਦੇ ਹਨ ?

3. ਕਿਸ ਦਾ ਫੱਟ ਮਿਟ ਜਾਂਦਾ ਹੈ ਅਤੇ ਕਿਸਦਾ ਨਹੀਂ ਮਿਟਦਾ ?

4. ਪੈਰੇ ਦਾ ਢੁਕਵਾਂ ਸਿਰਲੇਖ ਦਿਉ।

5. ਮੋਟੇ ਸ਼ਬਦਾਂ ਦੇ ਅਰਥ ਲਿਖੋ।

5

7. ਹੇਠ ਲਿਖੇ ਅਖਾਣ ਅਤੇ ਮੁਹਾਵਰਿਆਂ ਵਿਚੋਂ ਪੰਜ-ਪੰਜ ਦੇ ਅਰਥ ਸਪਸ਼ਟ ਕਰਕੇ ਵਾਕਾਂ ਵਿਚ ਵਰਤੋ :
1. ਉਂਗਲਾਂ ਤੇ ਨਚਾਉਣਾ, ਉਪਰਲੀ ਹਵਾ 'ਚ ਰਹਿਣਾ, ਆਪਣੇ ਪੈਰੀਂ ਆਪ ਕੁਹਾੜਾ ਮਾਰਨਾ, ਇੱਟ ਕੁੱਤੇ ਦਾ ਵੈਰ ਹੋਣਾ, ਹੱਥ ਤੇ ਹੱਥ ਧਰਕੇ ਬਹਿਣਾ, ਹੱਥ ਪੀਲੇ ਕਰਨਾ, ਗਲ ਪਿਆ ਢੋਲ ਵਜਾਉਣਾ, ਚਾਰ ਚੰਨ ਲਾਉਣੇ। 5
 2. ਉੱਖਲੀ ਵਿਚ ਸਿਰ ਦਿੱਤਾ ਤਾਂ ਮੋਹਲਿਆਂ ਦਾ ਕੀ ਡਰ, ਉੱਚਾ ਲੰਮਾ ਗੱਭਰੂ ਪੱਲੇ ਠੀਕਰੀਆਂ, ਉੱਦਮ ਅੱਗੇ ਲੱਸ਼ਮੀ ਪੱਖੇ ਅੱਗੇ ਪੌਣ, ਅੰਦਰ ਹੋਵੇ ਸੱਚ ਤਾਂ ਕੋਠੇ ਚੜ੍ਹ ਕੇ ਨੱਚ, ਇੱਕ ਚੁੱਪ ਸੌ ਸੁੱਖ, ਸੰਗ ਤਾਰੇ ਕੁਸੰਗ ਡੋਬੇ, ਸੋਈ ਰਾਣੀ ਜੋ ਖਸਮੇ ਭਾਣੀ, ਹੰਕਾਰਿਆ ਸੋ ਮਾਰਿਆ। 5

Exam. Code : 105402

Subject Code : 1470

Bachelor in Business Administration 2nd Semester

BUSINESS LAWS

Paper-BBA-203

Time Allowed—3 Hours]

[Maximum Marks—50

SECTION-A

Note :- Attempt any **ten** of the following for 1 mark each.

1. (a) What is Cross and Counter Offer?
- (b) What is Wagering Agreement?
- (c) Differentiate Coercion from Duress.
- (d) What is Hire Purchase Agreement ?
- (e) What is the doctrine of '*Caveat Emptor*'?
- (f) Discuss the rules as to delivery of goods.
- (g) Define Negotiable Instrument.
- (h) Who is 'Holder in the due course'?
- (i) State the various modes of Negotiation.
- (j) What is Promissory Note?

- (k) What is Section 138 of the Negotiable Instruments Act, 1881?
- (l) Define 'Consumer' as per the Consumer Protection Act, 1986.

SECTION-B

Note :— Attempt any two questions of 10 marks each.

- 2. *'Consideration need not to be adequate to the promise, but it must be of some value in the eyes of the law.'*
Elucidate the statement.
- 3. State briefly the various modes in which a contract may be discharged.
- 4. Describe the subject matter of Sale. Distinguish between specific, ascertained and unascertained goods.
- 5. Distinguish between an unpaid seller's lien and stoppage of goods in transit. When can the unpaid seller re-sell the goods?

SECTION-C

Note :— Attempt any two questions of 10 marks each.

- 6. What is 'Bill of Exchange'? Explain its essential elements.
- 7. What is meant by the term 'Crossing of a Cheque'?
State the various types of crossing.

8. Under what circumstances is notice of dishonor unnecessary?
Distinguish between discharge of a negotiable instrument
and discharge of a party to a negotiable instrument ?
9. Explain the various features of the Consumer Protection
Act, 1986.

22/05/18 Morning

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Subject Code : 1471

Bachelor in Business Administration 2nd Semester

PRINCIPLES OF MANAGEMENT

Paper—BBA-204

Time Allowed—3 Hours] [Maximum Marks—50

Note :— Section A contains *twelve* very short answer questions. Attempt any *ten*. Each question carries 1 mark. Section B contains *four* questions. Attempt any *two* questions. Each carries 10 marks. Section C contains *four* questions. Attempt any *two* questions. Each carries 10 marks.

SECTION—A

1. (a) Differentiate between cooperation and coordination.
- (b) What are single use plans ?
- (c) What do you mean by unity of command ?
- (d) Differentiate between rules and procedure.
- (e) Enlist the antecedents of formal organisation.
- (f) What is the role of planning function in management ?
- (g) Differentiate between recruitment and selection.
- (h) What is performance appraisal ?

- (i) How can we fulfill our social needs according to Maslow ?
- (j) Differentiate between line and staff organisation.
- (k) What is autocratic style of leadership ?
- (l) Who are followers ?

SECTION—B

- 2. Management is both an art and a science. Discuss your opinion on the statement.
- 3. Discuss the various classical schools of thought, indicating the learnings of each school.
- 4. Explain the various types of plans along with their advantages.
- 5. Explain the various forms of organisation.

SECTION—C

- 6. Explain the obstacles to delegation faced by the manager.
- 7. Explain the factors affecting manpower management.
- 8. Explain the importance of various theories of motivation in motivating the employees.
- 9. Discuss the principles and techniques involved in coordination.

Exam. Code : 105402

Subject Code : 1472

Bachelor in Business Administration 2nd Semester

MANAGERIAL ECONOMICS-II

Paper-BBA-205

Time Allowed—3 Hours]

[Maximum Marks—50

SECTION-A

Note :- This Section consists of **twelve** very short answer questions and students are required to attempt any **ten** questions with answer to each question up to **5** lines in English. Each question carries **1** mark.

1. (a) What is a stock variable ?
- (b) Define consumption function.
- (c) What is the relationship between gross domestic product and net domestic product ?
- (d) What do you mean by dynamic analysis ?
- (e) Define disposal income.
- (f) What is meant by the subjective determinants of consumption function ?
- (g) Define inflation.
- (h) Define internal rate of return.
- (i) Distinguish between static and dynamic multiplier.
- (j) Distinguish between natural rate of interest and market rate of interest.
- (k) Distinguish between gross investment and net investment.
- (l) Define marginal efficiency of capital.

SECTION-B

Note :- This section consists of **four** questions and students are required to attempt any **two** questions with answers to each question up to **5** pages in length. Each question carries **10** marks.

2. Define Macro economics. Differentiate between Micro and Macro Economics. Discuss nature and scope of Macro economics.
3. Define National Income. Discuss importance of measuring national income and the problems associated with the measurement of national income.
4. Discuss the methods for measurement of national income.
5. Write a detailed note on Keynes' Psychological law of consumption, along with its assumptions and implications.

SECTION-C

Note :- This section consists of **four** questions and students are required to attempt any **two** questions with answers to each question up to **5** pages in length. Each question carries **10** marks.

6. Define investment. Discuss types and determinants of investment.
7. Critically examine the neo-classical theory of interest rate.
8. Discuss in detail the principles of acceleration and super multiplier in business economics.
9. What is the significance of inflation measurement for an economy ? Discuss the various types of inflation.

Exam. Code : 105402

Subject Code : 1473

Bachelor in Business Administration 2nd Semester

COMPUTER BASED ACCOUNTING SYSTEM

Paper-BBA-206

Time Allowed—3 Hours]

[Maximum Marks—50

SECTION-A

Note :- This Section is compulsory. Attempt any 10 questions and restrict answer to 5 lines.

1. (i) What do you mean by computerized accounting ? 1
- (ii) Write the hierarchy of accounts. 1
- (iii) How accounts are created in Tally ? 1
- (iv) Define codification in accounting. 1
- (v) Define accounting transaction. 1
- (vi) How ER diagram is converted to tables ? 1
- (vii) Define voucher. 1
- (viii) What are the different components of gateway of Tally ? 1
- (ix) What are the aides for implementing Tally ? 1
- (x) What is the meaning of 'Books beginning from' ? 1
- (xi) How VAT, TIN and PAN are used in Tally ? 1
- (xii) How security is implemented in Tally ? 1

SECTION-B

Note :- Attempt any **two** questions. Restrict answer to **five** pages.

2. What are the advantages of using computers in accounting ?
Explain. 10
3. Write the procedure of setting up an accounting package, including the following :
 - (a) Creating groups and accounts
 - (b) Designing and creating vouchers. $2 \times 5 = 10$
4. What are the different symbols used in ER model ? Write the purpose of each symbol. 10
5. Explain the different vouchers used in computerized accounting. 10

SECTION-C

Note :- Attempt any **two** questions. Restrict answer to **five** pages.

6. What are the features of Tally ERP accounting software ?
Explain. 10
7. Discuss in detail the steps of installing and activating Tally ERP. 10
8. Write short notes on the following :
 - (a) Account masters
 - (b) Accounts transaction
 - (c) Accounts reports
 - (d) Accounts management. $4 \times 2.5 = 10$
9. How security is implemented in Tally ? Explain. 10

Exam. Code : 105402

Subject Code : 1475

Bachelor in Business Administration 2nd Semester

ਮੁੱਢਲੀ ਪੰਜਾਬੀ

Paper : BBA-202 (ii)

Time Allowed—3 Hours]

[Maximum Marks—50

ਨੋਟ :- ਸਾਰੇ ਸਵਾਲ ਕਰਨੇ ਜ਼ਰੂਰੀ ਹਨ।

1. (ੳ) ਸਮਾਸੀ ਸ਼ਬਦ ਕੀ ਹੁੰਦੇ ਹਨ ? ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਵਿੱਚ ਵਰਤੇ ਜਾਂਦੇ ਕੋਈ ਪੰਜ ਸਮਾਸੀ ਸ਼ਬਦ ਲਿਖੋ। 5
- (ਅ) ਅਗੇਤਰ ਕੀ ਹੁੰਦੇ ਹਨ ? ਹੇਠ ਲਿਖੇ ਅਗੇਤਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਕੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦਾਂ ਦੀ ਰਚਨਾ ਕਰੋ :
ਅਣ, ਦੁਰ, ਪਰ, ਅਪ, ਗੈਰ 5
- (ੲ) ਪਿਛੇਤਰ ਕੀ ਹੁੰਦੇ ਹਨ ? ਹੇਠ ਲਿਖੇ ਪਿਛੇਤਰਾਂ ਦੀ ਵਰਤੋਂ ਕਰਕੇ ਮਿਸ਼ਰਤ ਸ਼ਬਦਾਂ ਦੀ ਰਚਨਾ ਕਰੋ :
ਹੀਣ, ਖਾਨਾ, ਦਾਨ, ਮੰਦ, ਸ਼ਾਲਾ 5
- (ਸ) (i) ਪੰਜਾਬ ਦੀਆਂ ਰੂਤਾਂ ਦੇ ਨਾਮ ਲਿਖੋ।
(ii) ਬਾਰ੍ਹਾਂ ਮਹੀਨਿਆਂ ਦੇ ਨਾਮ ਪੰਜਾਬੀ ਵਿੱਚ ਲਿਖੋ।
(iii) ਦਿਨਾਂ ਦੇ ਨਾਂ ਲਿਖੋ।
(iv) ਸੱਠ ਤੋਂ ਸੱਤਰ ਤੱਕ ਦੀ ਗਿਣਤੀ ਸ਼ਬਦਾਂ ਵਿੱਚ ਲਿਖੋ।
(v) ਕਿੱਤਾਕਾਰੀ ਨਾਲ ਸੰਬੰਧਤ ਕੋਈ ਪੰਜ ਸ਼ਬਦ ਲਿਖੋ।

5×1=5

2. (ੳ) ਭਾਸ਼ਾ ਦੀ ਪਰਿਭਾਸ਼ਾ ਲਿਖੋ। ਇਸ ਦੀ ਮਨੁੱਖੀ ਜੀਵਨ ਵਿੱਚ
ਕੀ ਅਹਿਮੀਅਤ ਹੈ ? 5
- (ਅ) ਮਾਤ ਭਾਸ਼ਾ ਬਾਰੇ ਜਾਣਕਾਰੀ ਦਿਉ। 5
- (ੲ) ਗੁਰਮੁਖੀ ਲਿਪੀ ਦੀਆਂ ਮੁੱਖ ਵਿਸ਼ੇਸ਼ਤਾਵਾਂ ਦੱਸੋ। 5
3. (ੳ) ਮਿਸ਼ਰਤ ਵਾਕ ਦੀ ਪਰਿਭਾਸ਼ਾ ਲਿਖੋ ਅਤੇ ਪੰਜ ਮਿਸ਼ਰਤ
ਵਾਕ ਲਿਖੋ। 5
- (ਅ) ਕਾਰਜ ਦੇ ਆਧਾਰ ਉੱਤੇ ਪੰਜਾਬੀ ਵਾਕਾਂ ਦੀ ਵੰਡ ਕਰੋ ਅਤੇ
ਇਨ੍ਹਾਂ ਦੀਆਂ ਉਦਾਹਰਨਾਂ ਵੀ ਲਿਖੋ। 5
- (ੲ) ਬਾਜ਼ਾਰ ਵਿੱਚ ਵਰਤੇ ਜਾਂਦੇ ਪੰਜ ਵਾਕ ਬਣਾਓ। 5

Exam. Code : 105404

Subject Code : 1497

Bachelor in Business Administration 4th Semester

ENGLISH COMPULSORY

Paper—BBA-401

Time Allowed—3 Hours] [Maximum Marks—50

SECTION—A

I. Answer any **sixteen** out of the following questions.
Each question carries **one** mark.

(1) I haven't sleep very well recently.

(Complete the sentence using 'can' or 'been able to')

(2) I looked everywhere for the book, but I
find it.

(Complete the sentence using 'couldn't' or 'managed to')

(3) You have been travelling all day. You
tired.

(Fill in the blank with an appropriate modal)

(4) I have broken my arm. I go to hospital.

(Choose between 'must' or 'have to')

(5) I don't think you go for a walk in winters.

(Fill in the blank with an appropriate modal)

(6) They helped us a lot. I don't know what we
..... have done without their help.

(Put in 'could' or 'would')

(7) Butter (make) from milk.

(Fill in the appropriate form of verb)

(8) People do not use this road much.

(Rewrite the sentence using passive voice)

(9) The thief is believed to get in through a window.

(Rewrite the sentence beginning with 'It is believed')

(10) Heena told me that you were in a meeting.

(Convert the sentence into direct speech)

(11) Sonia said to me, "Can you open your bag, please?"

(Rewrite the sentence using reported speech)

(12) This is the house where I have spent my
childhood.

(Fill in the blank with an appropriate relative pronoun)

(13) The building is very old. It is being demolished.

(Combine the two sentences into one)

(14) The road which connects the two villages is very
narrow.

(Rewrite the sentence using an -ing clause)

(15) A cobbler mends shoes.

(Rewrite the sentence using a relative clause)

(16) The house which was destroyed in the earthquake
was not insured.

(Rewrite the sentence using an -ed clause)

(17) They have very little money. They are happy.

(Combine these sentences into one using 'In spite of')

(18) Diya is not very talkative. She will speak to you
only if you ask her something.

(Make one sentence using 'unless')

(19) It is raining again. I hate weather as this.

(Correct the sentence)

(20) I met Siya I was shopping.

(Put in 'during' or 'while')

16×1=16

SECTION—B

II. (1) (a) Identify the Definition Markers, technical terms and the definitions in any **three** of the following texts :

- (1) Mortality rates i.e. the number of births and deaths per year depend upon the health care system of a country.
- (2) Frustration may be defined as unpleasant feelings that result when a desired goal is not achieved.
- (3) A sudden outbreak of a disease affecting a large number of people is referred to as an epidemic.
- (4) Phonetics is the study of speech sounds used in human languages.
- (5) Voiceless sounds are sounds that are produced with no vibration of the vocal cords.
- (6) Language is a system of communication used by a particular country or community. 1×3=3

(b) In any **three** of the following sentences, identify the comparison markers and the contrast markers :

- (1) Instead of moving into their own ethnic neighbourhoods in the inner cities, many of today's immigrants favour middle-class suburbs.
- (2) A feature that is common to love and hatred is lack of peace.
- (3) His father is a police officer, whereas he is a thief.
- (4) We can distinguish two main types of linguistic variation—between group variation and variation within the individual.
- (5) How you address a person varies depending on your relationship with that person and the setting in which you are speaking.
- (6) Unlike the fish, who live in water, crocodiles can live both in water and on earth. 1×3=3

(2) (a) Identify the solution markers and the solutions in any **three** of the following texts :

- (1) The Iraq issue was settled when the natives of Iraq stopped supporting the US army.
- (2) One way to eradicate poverty is to increase access to education.
- (3) Debt relief must be a component of any comprehensive international effort to tackle the problems of under development and poverty.
- (4) The United States tends to deal with labour shortages by encouraging suitably qualified workers to immigrate.
- (5) The Indian Government has addressed the issue of unemployment by encouraging FDI.
- (6) The Third World nations have adopted a number of strategies to get rid of the legacy of colonialism. $1 \times 3 = 3$

(b) Identify the nominalised parts in any **three** of the following sentences :

- (1) I do not understand what she means.
- (2) Our intention is to audit the records of the program.
- (3) The government's decision to raise taxes has angered a lot of people.
- (4) His slow and painful adjustment to life overseas was expected.
- (5) We must examine everything that they propose.
- (6) The retention by immigrant families of parts of their native culture has added variety to U.S. society. $1 \times 3 = 3$

III. Attempt any **two** of the following questions :

- (1) Write a central idea of the poem "Porphyria's Lover".
- (2) Why do the swans fill the poet's heart with sadness in "The Wild Swans at Coole" ?
- (3) "Ah, Are you digging on my grave" reflects Hardy's vision of human relationships in life and beyond. Comment. $4 \times 2 = 8$

SECTION—C

- IV. Explain the following stanza with reference to the context :

The woods are lovely, dark and deep,
But I have promises to keep,
And miles to go before I sleep,
And miles to go before I sleep.

OR

He was found by the Bureau of Statistics to be
One against whom there was no official complaint,
And all the reports on his conduct agree
That, in the modern sense of an old-fashioned word,
he was a saint,
For in everything he did he served the Greater Community.

7×1=7

- V. Write a detailed note on child language acquisition.

7×1=7

Exam. Code : 105404
Subject Code : 1499

Bachelor in Business Administration 4th Semester
FINANCIAL MANAGEMENT

Paper—BBA-403

Time Allowed—Three Hours] [Maximum Marks—50

- Note :—** (1) Attempt any **TEN** questions from Section-A. Each question carries **1** mark. Answer to each question should be upto **5** lines in length.
- (2) Attempt any **TWO** questions each from Section-B and Section-C. Each question carries **10** marks. Answer to each question should not exceed **5** pages in length.

SECTION—A

1. Write short notes on the following :—

- (i) Liquidity Decisions.
- (ii) Meaning of Financial Management.
- (iii) Wealth Maximization.
- (iv) Net Income Approach.
- (v) Cost of Retained Earnings.
- (vi) Cost of capital.

- (vii) Commercial Paper.
- (viii) Meaning of Dividend.
- (ix) Payback period method.
- (x) Combined Leverage.
- (xi) Fixed working capital.
- (xii) Discounted cash flow method.

SECTION—B

2. Discuss in detail various Finance Functions.
3. Calculate the cost of capital in the following cases :
 - (a) A company issues 10,000 equity shares of Rs. 100 each at a premium of 10%. The company has been paying 25% dividend to equity shareholders for the past five years and expects to maintain the same in the future also. Compute the cost of equity capital.
 - (b) XYZ Ltd. issues Rs. 10,00,000, 8% debentures at a premium of 10%. The tax rate applicable to the company is 60%. Compute the cost of debt capital.
4. What are the determinants of Capital structure ? Discuss in detail the M.M. Approach of Capital Structure.
5. Discuss in detail various long term sources of Finance.

SECTION—C

6. What is Dividend ? Discuss in detail various Forms of Dividend.
7. What is the difference between Net Present Value and Internal Rate of Return method ? Explain the procedure of computing them with the help of an example.
8. What is the difference between Operating Leverage and Financial Leverage ? Give hypothetical examples to explain the difference.
9. What is Risk Analysis in Capital Budgeting ? Discuss in detail the concept of Scenario Analysis.

Exam. Code : 105404

Subject Code : 1500

Bachelor in Business Administration 4th Semester

PRODUCTION AND OPERATIONS

MANAGEMENT

Paper—BBA-404

Time Allowed—Three Hours] [Maximum Marks—50

SECTION—A

Note :— Attempt any TEN questions carrying 1 mark each.

1. (i) What is Re-Order level ?
- (ii) Explain the importance of Safety Stock.
- (iii) Define the concept of Value Analysis.
- (iv) What is the difference Job production and Batch production ?
- (v) What is Plant Layout ?
- (vi) Define Product Design.
- (vii) Define Lead Time.
- (viii) Define the concept of Just In Time manufacturing technique.
- (ix) Define the concept of forward scheduling.
- (x) Define Quality Circles.
- (xi) What do you mean by Critical Path ?
- (xii) Define Motion Study.

SECTION—B

Note :— Attempt any **TWO** questions carrying **10** marks each.

2. Define Plant Layout. Discuss the major steps in planning any layout.
3. Explain Production Management and Operation Management ? Explain the scope of Production and Operation Management.
4. What is Scheduling ? Discuss the various methods of scheduling.
5. Define Productivity and discuss the various productivity improvement techniques.

SECTION—C

Note :— Attempt any **TWO** questions carrying **10** marks each.

6. Define Quality Control and discuss the various tools of quality control.
7. Define Inventory Control. What are the objectives and benefits of Inventory Control ?
8. Define the concept of supply chain management and discuss the various activities of it.
9. Define Total Quality Management and discuss various principles of Total Quality Management.

Exam. Code : 105404

Subject Code : 1501

Bachelor in Business Administration 4th Semester

BUSINESS ENVIRONMENT

Paper—BBA-405

Time Allowed—Three Hours] [Maximum Marks—50

Note :—(1) **Section-A** : Attempt any **TEN** questions. Each question carries 1 mark.

(2) **Section-B** : Attempt any **TWO** questions. Each question carries 10 marks.

(3) **Section-C** : Attempt any **TWO** questions. Each question carries 10 marks.

SECTION—A

1. (a) Elaborate on the term Business Environment.
- (b) What is meant by globalization ?
- (c) Discuss significance of legal environment of business.
- (d) List down the factors considered in Environmental Scanning.
- (e) What are the rights available to consumer under Consumer Protection Act, 1986 ?

- (f) Explain in brief SWOT analysis.
- (g) Define Current Account Convertibility.
- (h) List down arguments against social responsibility of business.
- (i) Briefly explain objectives of public enterprises in India.
- (j) What is meant by Cash Reserve Ratio ?
- (k) List down the highlights of the 12th Five Year Plan.
- (l) Elaborate on the term monetary policy.

SECTION—B

- 2. What is meant by social and cultural environment of business ? Explain in detail impact of social and cultural environment on modern business.
- 3. Discuss the various aspects of economic environment of business.
- 4. What do you mean by privatization ? Give arguments for and against privatization in a developing country like India.
- 5. Discuss techniques of environmental analysis. Explain the role of business manager in analysis and diagnosis of environment.

SECTION—C

- 6. Explain the concept of Social Audit. Discuss various activities included in social audit.
- 7. Explain objectives of fiscal policy in India. Explain the merits and demerits of fiscal policy.
- 8. Discuss in detail objectives of planning in India. Explain the importance of planning in a developing country like India.
- 9. Explain in detail the justification and objectives of Disinvestment of Public enterprises.

Exam. Code : 105406
Subject Code : 1527

Bachelor in Business Administration 6th Semester

ਪੰਜਾਬੀ ਲਾਜ਼ਮੀ

Paper-BBA-602(i)

Time Allowed—3 Hours] [Maximum Marks—50

ਨੋਟ :- ਸਾਰੇ ਪ੍ਰਸ਼ਨ ਲਾਜ਼ਮੀ ਹਨ।

1. ਕਿਸੇ ਇਕ ਕਹਾਣੀ ਦਾ ਵਿਸ਼ਾ-ਵਸਤੂ ਲਿਖੋ :
(ੳ) ਫੈਸਲਾ
(ਅ) ਉਹ ਸੋਚਦੀ। 10
2. ਕਿਸੇ ਇਕ ਨਿਬੰਧ ਦਾ ਸਾਰ ਲਿਖੋ :
(ੳ) ਬੂਠ ਤੇ ਸੱਚ
(ਅ) ਆਓ, ਗੱਲਾਂ ਕਰੀਏ। 10
3. ਹੇਠ ਲਿਖਿਆਂ ਵਿਚੋਂ ਕਿਸੇ ਇਕ ਵਿਸ਼ੇ 'ਤੇ ਲੇਖ-ਰਚਨਾ ਕਰੋ :
(ੳ) ਅਜੋਕੀ ਪੰਜਾਬੀ ਗਾਇਕੀ ਵਿਚ ਹਿੰਸਾ
(ਅ) ਲਾਇਬ੍ਰੇਰੀ ਦਾ ਮਹੱਤਵ
(ੲ) ਆਤਮ ਵਿਸ਼ਵਾਸ। 5
4. ਹੇਠ ਲਿਖੇ ਪੈਰੇ ਨੂੰ ਸੰਖੇਪ ਕਰਕੇ ਲਿਖੋ ਅਤੇ ਦੁਕਵਾਂ ਸਿਰਲੇਖ ਵੀ ਦਿਓ :
ਮਨੁੱਖੀ ਜੀਵਨ ਤਿੰਨ ਅਵਸਥਾਵਾਂ ਵਿਚੋਂ ਲੰਘਦਾ ਹੈ। ਇਹ ਅਵਸਥਾਵਾਂ ਹਨ : ਬਚਪਨ, ਜਵਾਨੀ ਅਤੇ ਬੁਢਾਪਾ। ਬਚਪਨ ਅਤੇ ਬੁਢਾਪਾ ਸਵੈ-ਨਿਰਭਰ ਨਹੀਂ ਹੁੰਦੇ। ਬਚਪਨ ਮਾਤਾ-ਪਿਤਾ

ਦੇ ਸਹਾਰੇ ਦਾ ਮੁਥਾਜ ਹੁੰਦਾ ਹੈ ਅਤੇ ਬੁਢਾਪਾ ਪੁੱਤਰਾਂ-ਨੂੰਹਾਂ ਦੇ। ਸਿਰਫ਼ ਜਵਾਨੀ ਆਪਣੇ ਪੈਰਾਂ ਉਤੇ ਹੁੰਦੀ ਹੈ ਅਤੇ ਹਰ ਕੰਮ ਦੀ ਸਮਰਥਾ ਰੱਖਦੀ ਹੈ। ਇਸ ਲਈ ਜਵਾਨੀ ਦੀ ਅਵਸਥਾ ਨੂੰ ਸਭ ਤੋਂ ਉੱਤਮ ਮੰਨਿਆ ਗਿਆ ਹੈ। ਜਵਾਨੀ ਵਿਚ ਮਨੁੱਖ ਦੀਆਂ ਰਗਾਂ ਅੰਦਰ ਨਰੋਆ ਅਤੇ ਗਰਮ ਖੂਨ ਦੌੜਦਾ ਹੈ ਜਿਹੜਾ ਉਸ ਦੇ ਮਨ ਵਿਚ ਜੋਸ਼ ਅਤੇ ਉਮੰਗਾਂ ਜਗਾਉਂਦਾ ਹੈ। ਜਵਾਨ ਮਨੁੱਖ ਆਪਣੇ ਨਿਸ਼ਾਨੇ ਨੂੰ ਪ੍ਰਾਪਤ ਕਰਨ ਲਈ ਵੱਡੇ ਤੋਂ ਵੱਡੇ ਖ਼ਤਰੇ ਵਿਚ ਪੈਣ ਤੋਂ ਨਹੀਂ ਡਰਦਾ। ਇਸ ਲਈ ਜਵਾਨੀ ਦਾ ਸਦ-ਉਪਯੋਗ ਕਰਨਾ ਚਾਹੀਦਾ ਹੈ। ਇਹੀ ਜਵਾਨੀ ਜੇ ਮਾੜੀ ਸੋਚ ਵੱਲ ਵਹਿ ਤੁਰੇ ਤਾਂ ਮਨੁੱਖਤਾ ਲਈ ਸਰਾਪ ਬਣ ਜਾਂਦੀ ਹੈ। ਲੋੜ ਹੈ ਕਿ ਜਵਾਨੀ ਦੀ ਸੁਨਹਿਰੀ ਅਵਸਥਾ ਨੂੰ ਉਸਾਰੂ ਪਾਸੇ ਵੱਲ ਲਾਇਆ ਜਾਵੇ। 5

5. ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਵਿਚ ਕਾਰਕ ਅਤੇ ਕਾਰਕੀ ਸਬੰਧਾਂ ਬਾਰੇ ਵਿਸਥਾਰ ਸਹਿਤ ਚਰਚਾ ਕਰੋ। 10
6. ਹੇਠ ਲਿਖੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ 50-50 ਸ਼ਬਦਾਂ ਵਿਚ ਲਿਖੋ :
 - (ੳ) ਮਹੀਪ ਸਿੰਘ ਦੀ ਕਿਹੜੀ ਕਹਾਣੀ “ਜਗ ਬੀਤੀ ਹੱਡ ਬੀਤੀ” ਪੁਸਤਕ ਵਿਚ ਸ਼ਾਮਿਲ ਹੈ ?
 - (ਅ) ‘ਗੁਲਬਾਨੋ’ ਕਹਾਣੀ ਦੀ ਮੂਲ ਸਮੱਸਿਆ ਕੀ ਹੈ ?
 - (ੲ) ‘ਘੋਟਣਾ’ ਕਹਾਣੀ ਦੇ ਮੁੱਖ ਪਾਤਰ ਕਿਸਨੇ ਦਾ ਸ਼ਹਿਰ ਵਿਚ ਦਿਲ ਕਿਉਂ ਨਹੀਂ ਲਗਦਾ ?
 - (ਸ) ‘ਗੱਪ ਬਾਜ਼’ ਲੇਖ ਕਿਸ ਦੀ ਰਚਨਾ ਹੈ ?
 - (ਹ) ‘ਭੁੱਖੜ’ ਲੇਖ ਅਨੁਸਾਰ ਭੁੱਖੜ ਵਿਅਕਤੀ ਦੀ ਮਾਨਸਿਕਤਾ ਕਿਹੋ ਜਿਹੀ ਹੁੰਦੀ ਹੈ ? 5×2=10

Exam. Code : 105406

Subject Code : 1529

Bachelor in Business Administration 6th Semester

INCOME TAX

Paper—BBA-603

Time Allowed—3 Hours] [Maximum Marks—50

SECTION—A

Note :- Answer any **ten** questions. Each question carries
1 mark. 1×10=10

1. (a) Define the term "Previous Year".
- (b) What is House Rent Allowance ?
- (c) What is Expected Rent ?
- (d) What is Agriculture Income ?
- (e) Give any two examples of fully Exempted Incomes under the head House Property.
- (f) Define Long Term Capital Assets.
- (g) What is Indexed Cost of Improvement ?
- (h) What do you mean by Tax-Free Non-Government Securities ?
- (i) How can you Set-off short term capital Loss ?
- (j) Define the term "Casual Income".
- (k) What is Recognised Provident Fund ?
- (l) Distinguish between Gross Total Income and Total Income.

SECTION—B

Note :- Answer any **two** questions. Each question carries **10** marks. $2 \times 10 = 20$

2. What are Perquisites ? Explain its various types in detail under the Head Salaries.
3. (a) What is Annual Value ? State the deductions that are allowed from the Annual Value in computing the income from House Property.
(b) Discuss in detail the Expenses that are Expressly Disallowed under the Head Profits and Gains of Business or Profession. $2 \times 5 = 10$
4. Mr. Anil built a residential house at Hyderabad and for the completion of the house he took a loan of Rs. 20 lacs from a bank as under :
 - (i) On 1-5-2008 Rs. 8,00,000 @ 10 %
 - (ii) On 1-11-2009 Rs. 8,00,000 @ 9 %
 - (iii) On 1-1-2011 Rs. 4,00,000 @ 8 %House was completed in Oct, 2011 and since then it is occupied for the residential purpose of his family. He repaid Rs. 4,00,000 to the bank on 1st Dec. 2014 and the bank adjusted this amount against the loan of 2008. Determine the amount of deduction admissible u/s 24.

5. Mr. Sam a foreigner came to India from Poland for the first time on 1st April 2008. He stayed here continuously for 3 years and went to France on 1st April 2011. He, however returned to India on 1st July 2011 and went to Poland on 1st December 2012. He again came back to India on 25th January 2015 on a service in India. What is his residential status for the assessment year 2015-2016 ?

SECTION—C

Note :- Answer any **two** questions. Each question carries **10** marks. $2 \times 10 = 20$

6. Discuss in detail the various Incomes that are Chargeable under the Head "Income from Other Sources".
7. Discuss in detail the various "Deductions" to be made in computing Total Income of an assessee in respect of Certain Incomes.
8. Mr. Raj sold a plot of land at Jaipur on 1-6-2014 [C.I.I. = 1024] for 14,40,000. He Paid 40, 000 as selling expenses. The plot was received by him on death of his Father on 15-3-1985 [C.I.I. = 125]. His father had acquired it on 1-4-1980 for 1,00,000 and its F.M.V on 1-4-1981 was 1,20,000. On 1-10-2014 he invested 3,00,000 in bonds issued by Rural electrification Corporation Limited notified u/s 54EC AND 2,00,000 on 1-3-2015 in bonds of national highway authority of India. Compute his Taxable capital gain.

9. The income and related particulars of Mr. C aged 56 for the year ended 31-03-2017 are given below.

- (a) Salary Rs. 24,000 per month.
- (b) He was provided with a rent free accommodation in Hyderabad for which rent of Rs. 6,000 per month was paid by the employer.
- (c) His wife was sick and treatment was taken in a private hospital for which an amount of Rs. 32,000 was paid towards medical expenses by his employer in December 2016.
- (d) An allowance of Rs. 13,200 was paid by his employer towards his son's education.
- (e) The employer paid D.A. of Rs. 10,000 per month (considered for retirement benefits), professional tax of Rs. 2400 and Income Tax liability of Rs. 15,000.
- (f) He encashed earned leave to his credit of Rs. 10,000.
- (g) Loss from speculative business Rs. 20,000.
- (h) Loss from Sale of shares in ABC Pvt. Ltd. held for 10 months Rs. 8000.
- (i) Profit on sale of long term capital assets Rs. 10,000.

Compute the total Income and Tax liability of Mr. C for the assessment year 2017-2018.

Exam. Code : 105406
Subject Code: 1530

Bachelor in Business Administration 6th Semester
FUNDAMENTALS OF CAPITAL MARKETS

Paper—BBA-604

Time Allowed—3 Hours] [Maximum Marks—50

- Note :—**(1) Attempt any **TEN** questions from Section A.
Each question carries **1** mark. Answer to each question should be in upto **5** lines in length.
- (2) Attempt any **TWO** questions each from Section B and Section C. Each question carries **10** marks. Answer to each question should not exceed **5** pages in length.

SECTION—A

1. Write notes on any **TEN** of the following :—

- (a) Call option.
- (b) Financial Institutions.
- (c) Deep Discount Bonds.
- (d) Cumulative Preference Shares.
- (e) At the money option.
- (f) Treasury Bills.
- (g) Listing of securities.
- (h) Nifty Fifty.
- (i) Market Makers.

- (j) Weaknesses of stock markets in India.
- (k) Future Trading.
- (l) Membership of Stock exchange.

SECTION—B

2. "Mutual funds investment is the best investment option even for the highly financially literate investors in the present complex economic environment", justify this statement.
3. "Raising of the money from international markets through GDRs has not been a preferred source of finance with the Indian Business houses". Give your comments supported with real life data.
4. What do you mean by New Issue Market ? Discuss in detail the status of growth and recognition of New Issue Market of India in the world economy.
5. When you will prefer to raise funds through the issue of Bonds over equity shares ? Also discuss in detail the various categories of Bonds.

SECTION—C

6. What are the objectives of SEBI ? Critically evaluate the performance of SEBI in the achievement of the stated objectives.
7. Write a note on the uses and types of Security Market Indices.
8. Discuss in brief the rules governing functioning of stock exchanges in India.
9. Discuss in brief the uses and requirement of listing of securities with the stock exchanges.

Exam. Code : 105406

Subject Code : 1533

Bachelor in Business Administration 6th Semester

TRAINING AND DEVELOPMENT

Paper—BBA-621

Time Allowed—Three Hours] [Maximum Marks—50

SECTION—A

Note :— Answer **TEN** questions from this Section. Answer to each question should be upto **5** lines. Each question carries **1** mark.

1. (i) What are learning principles ?
- (ii) What is sensitivity training ? Write the merits of Role Play.
- (iii) Differentiate between wage and salary.
- (iv) What are non-monetary incentives ?
- (v) How can you make trainees interested in undergoing training ?
- (vi) What are the objectives of development ?
- (vii) What are life positions ?
- (viii) Write the importance of training.
- (ix) What is the significance of business games ?
- (x) What is orientation ?
- (xi) Define Job analysis.

SECTION—B

Note :— Answer **TWO** questions from this section. Answer to each question should be upto **5** pages. Each question carries **10** marks.

2. Explain how can managers identify training needs.
3. Explain the process of employee training.
4. How can the managers evaluate the effectiveness of a training programme ? Discuss.
5. Explain various types of gain-sharing plans.

SECTION—C

Note :— Attempt any **TWO** questions from this section. Answer to each question should be upto **5** pages. Each question carries **10** marks.

6. What are development policies of an organisation ? How would you prepare development plans ?
7. Explain off-the job methods of development.
8. What are ego states ? Explain various types of transactions.
9. Discuss Behaviour Modelling method of executive development.

Exam. Code : 105406

Subject Code : 1534

Bachelor in Business Administration 6th Semester

**CONTEMPORARY ISSUES IN HUMAN
RESOURCE MANAGEMENT**

Paper—BBA-622

Time Allowed—Three Hours] [Maximum Marks—50

SECTION—A

Note :— Attempt any TEN questions out of TWELVE.

Each question carries 1 mark.

1. (a) What is meant by work family conflict ?
- (b) Define motivation.
- (c) What is performance management ?
- (d) Define the term job stress.
- (e) Define Human Resource Management.
- (f) What is the importance of reward system ?
- (g) What is meant by workforce diversity ?
- (h) Define the term Human Resource Accounting.
- (i) Explain the nature of work.
- (j) What are the main job attitudes ?
- (k) Name any two future challenges for HRM.
- (l) What is the main reason behind high unemployment in India ?

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SECTION—B

Note :— Attempt any **TWO** questions out of **FOUR**. Each question carries **10** marks.

2. Explain the goal setting theory and expectancy theory.
3. How human resources are a source of competitive advantage for an organization ?
4. Explain the modern methods of performance measurement.
5. Highlight the various gender issues in workplace.

SECTION—C

Note :— Attempt any **TWO** questions out of **FOUR**. Each question carries **10** marks.

6. Discuss the key challenges in managing diversity at workplace.
7. Describe the role of HRM in 21st Century.
8. Write a note on changing patterns of work.
9. Explain the theories about work.