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**B.B.A. (Semester - I) (New) (NEP CBCS) Examination:
October/November - 2025
Principles and Practices of Management (G09-0101)**

Day & Date: Saturday, 10-01-2026
Time: 03:00 PM To 05:30 PM

Max. Marks: 60

Instructions: 1) All questions are compulsory.
2) Figures to the right indicate full marks.

Q.1 A) Multiple choice questions.

08

- 1) _____ is deciding in advance What is to be done.
 - a) Planning
 - b) Organizing
 - c) Staffing
 - d) Performance Appraisal
- 2) Luther Gullik classifies the function of Management as _____.
 - a) POSDORBC
 - b) POSTCARD
 - c) POSDCORB
 - d) None of These
- 3) Leadership can _____ subordinates to help the Organization achieve its goals.
 - a) Motivate
 - b) Communicate
 - c) Direct
 - d) All of the above
- 4) _____ is the process by which managers assure that resources obtained and used effectively and in the accomplishment of an organization Objective.
 - a) Motivation
 - b) Controlling
 - c) Staffing
 - d) None of These
- 5) Which Theory assumes that people are naturally lazy and will avoid work and responsibility if possible _____.
 - a) Theory X
 - b) Theory Y
 - c) Theory Z
 - d) None of these
- 6) _____ define as the obligation of a subordinate to whom duty has been assigned to perform the duty.
 - a) Responsibility
 - b) Motivation
 - c) Planning
 - d) None of the above
- 7) Which of the following functions or activities requires recruiting and placing qualified personnel needed for the organization so that it may achieve its Objective.
 - a) Planning
 - b) Staffing
 - c) Organizing
 - d) Controlling

- 8) The Non financial type of Motivators would be _____.
a) Encouragement b) Freedom
c) Recognition d) All of the above

B) True or False. 04

- 1) "Management principles can be applied to all types of activities."
a) True b) False
- 2) "Coordination is required at all levels of management in all management functions."
a) True b) False
- 3) "Management involves the decisions by a manager and it is not a group activity."
a) True b) False
- 4) Planning precedes controlling and controlling succeeds planning.
a) True b) False

Q.2 Write a short note. 12

- a) Management
b) Level of Management
c) Authority
d) Trait Theory of Leadership

Q.3 Write Short notes. 12

- a) Types of Control
b) Management as a science and an art

Q.4 Answer the following. (Any One) 12

- a) Define Management? Explain the Function of Management in detail.

OR

- b) Explain McGregor's theory x & theory y.

Q.5 Answer the following. (Any One) 12

- a) What is Motivation? Explain the Maslow's Hierarchy Need Theory of Motivation.

OR

- b) Explain Corporate social responsibility.

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**B.B.A. (Semester - I) (New) (NEP CBCS) Examination:
October/November - 2025
Business Communication – I (G09-0102)**

Day & Date: Saturday, 17-01-2026
Time: 03:00 PM To 04:30 PM

Max. Marks: 30

Instructions: 1) All questions are compulsory.
2) Figures to the right indicate full marks.

Q.1 A) Multiple choice questions. 04

- 1) _____ is a barrier to effective communication.
 - a) Feedback
 - b) Channel
 - c) Noise
 - d) Message
- 2) In _____ model of communication is feedback not considered.
 - a) Shannon-Weaver Model
 - b) Berlo's Model
 - c) Linear Model
 - d) Interactive Model
- 3) _____ is a persuasive message.
 - a) Complaint Letter
 - b) Sales Letter
 - c) Resignation Letter
 - d) Rescheduling Letter
- 4) _____ is an example of non-verbal communication.
 - a) Phone Call
 - b) Presentation with visuals
 - c) Typed email
 - d) Text message

B) True or False. 02

- 1) Formal communication always flows in a horizontal direction.
- 2) Infographics are used to communicate large data visually and clearly.

Q.2 Answer the following. 06

- a) Explain any three types of communication channels with examples.
- b) What is the importance of listening skills in communication?

Q.3 Attempt the following. 06

Draft a persuasive email for promoting a new course offered by your institution.

Q.4 Attempt Any One of the following. (Long Answer/Problem) 06

- a) Explain the 7 Cs of communication in detail with examples.

OR

- b) What is the difference between formal and informal communication? Give suitable examples.

Q.5 Attempt Any One of the following. (Long Answer/Problem)

06

- a)** Write a job application letter with a cover letter for the post of an HR Assistant.

OR

- b)** What is digital citizenship? Discuss the responsibilities and etiquettes required in a professional digital environment.

Max. Marks: 60

Q.1 A) Multiple Choice Questions.

- 1) Business assets which cannot be seen, touched, but can be sold for cash is called _____.
a) Tangible b) Intangible
c) Current d) None of these
- 2) An entry recorded on both side of cash book is known as _____ entry.
a) Journal b) Contra
c) Receipt d) Payment
- 3) Trial balance is a list of _____ accounts.
a) Journal b) Nominal
c) Ledger d) Real
- 4) A commodity in which a trader deals is known as _____.
a) Property b) Liabilities
c) Goods d) Assets
- 5) Amount which is not recovered from customer is known as _____.
a) Debts b) Debtors
c) Bad debts d) Doubtful debts
- 6) Right hand side of account is called _____ side.
a) Credit b) Debit
c) Middle d) Centre
- 7) _____ is ascertained after preparing trading Account.
a) Gross Profit b) Net Profit
c) Revenue d) None of these
- 8) Prepaid expenses is _____ account.
a) Real b) Personal
c) Nominal d) Income

B) True or False.**04**

- 1) Discount allowed is an income to the business.
- 2) Capital is a liability from the point of view of the business.
- 3) Preference shares can never be redeemed.
- 4) The rule of Real Account is Debit what comes in and Credit what goes out.

Q.2 Answer the following questions.**12**

- a) Write a short note on Subsidiary Books.
- b) Objectives of Accounting
- c) Define Errors of Principles
- d) Explain the Golden Rules of Accounting.

Q.3 Answer the following questions.**12**

- a) From the following transaction prepare Cash ledger accounts

2024 May
1. Mr. Ajay started business with cash Rs. 60,000/-
2. Cash Sales Rs. 16,000/-
3. Goods purchased for cash Rs. 10,000/-
4. Purchased Machinery on credit from Sanjay Traders Rs. 30,000/-
5. Paid cash to Rohan Traders Rs. 10,000/-
6. Paid cash to Sanjay Traders Rs. 15,000.00

- b) Explain Green Accounting and its objectives.

Q.4 Attempt the following. (Any One)**12**

- a) Journalize the following transactions in the books of R.S. Trading

June 1 - Owner started business with cash ₹50,000
 June 2 - Opened bank account with ₹20,000
 June 3 - Purchased goods for cash ₹10,000
 June 5 - Purchased goods from Rajan on credit ₹15,000
 June 6 - Sold goods for cash ₹12,000
 June 8 - Sold goods to Mohan on credit ₹8,000
 June 10 - Paid rent ₹2,000
 June 12 - Received ₹4,000 from Mohan
 June 15 - Paid ₹10,000 to Rajan
 June 18 - Withdrew cash for personal use ₹3,000
 June 20 - Paid salary ₹5,000
 June 25 - Received commission ₹2,500

OR

- b) Explain sustainability reporting and explain need & methods.

Q.5 Attempt the following. (Any One)

- a) From the following Trial Balance of Raj Traders, you are required to prepare Trading and Profit & Loss Accounts & Balance Sheet.

Trail Balance as on 31st March, 2024

Particulars	Debit Rs.	Credit Rs.
Capital		80,000
Drawings	4,000	
Opening Stock	50,000	
Sales		2,00,000
Purchases	60,000	
Land and Building	1,40,000	
Plant and Machinery	30,000	
Furniture and Fixture	18,100	
Returns	1,000	1,500
Sundry debtors	15,000	
Sundry creditors		10,000
Bill receivables	7,500	
Bill payables		6,500
Bank overdraft		50,000
Cash in hand	4,000	
Cash at bank	6,000	
Salaries	5,000	
Wages	7,000	
Repairs	600	
Interest paid	400	
Commission received		600
Total	348,600.00	348,600.00

Adjustment:

Closing Stock on 31st March, 2022 was valued at cost price ₹40,000.

OR

- b) Define Accounting and explain various concepts of accounting.

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**B.B.A. (Semester - I) (New) (NEP CBCS) Examination:
October/November - 2025
General English (ENG-101)**

Day & Date: Monday, 12-01-2026
Time: 03:00 PM To 04:30 PM

Max. Marks: 30

Instructions: 1) All questions are compulsory.
2) Figures to the right indicate full marks.

Q.1 A) Multiple Choice Questions.

04

- 1) _____ is the meaning of the root word "chrono".

a) Light	b) Time
c) Space	d) Speed
- 2) Which prefix is used in the word "invisible"?

a) im-	b) in-
c) un-	d) ir-
- 3) Select the correct antonym for the word "complex".

a) Complicated	b) Hard
c) Simple	d) Deep
- 4) _____ is the correct standard abbreviation for "Assistant".

a) Asst.	b) Astd.
c) Ast.	d) Assis.

B) True or False.

02

- 1) The suffix "-ment" is used to form verbs.
- 2) In the sentence "She don't like coffee," the verb agrees with the subject.

Q.2 Answer the following. (Short Note)

06

- a) Write any two prefixes and two suffixes from foreign origins used in English. Give one example for each.
- b) Write three sentences using.
 - 1) A phrase
 - 2) A main clause
 - 3) A subordinate clause

Q.3 Attempt the following.

06

Identify and correct four grammatical errors in the following sentence.
"Each employee were told to submit their reports by end of day, but none has did it yet."

Q.4 Attempt the following. (Any One)**06**

- a) Write a paragraph on “The Importance of Precise Writing in Business Communication.”

OR

- b) Explain with examples: Synonyms, Antonyms, and Standard Abbreviations.

Q.5 Attempt the following. (Any One)**06**

- a) Write a short essay on “How to Organize Ideas Effectively in Paragraph Writing.” In (150 - 200 words)

OR

- b) Read the following passage carefully and write a précis in your own words.

“In today’s digital age, the ability to write clearly and concisely is more important than ever. With the rise of emails, instant messaging, and social media, written communication has become a dominant form of interaction in both professional and personal settings. People often judge your competence by how well you write. A message filled with unnecessary words, poor grammar, or a lack of clarity can lead to confusion, misinterpretation, or even missed opportunities. Therefore, mastering the skill of writing precisely—choosing words carefully, avoiding repetition, and organizing your thoughts logically—can improve your communication and enhance your credibility. Good writing is not just about using fancy words; it’s about conveying your message in the most effective way possible”.

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**B.B.A. (Semester - I) (New) (NEP CBCS) Examination:
October/November - 2025
Constitution of India/Indian Constitution and Democracy (ICD)**

Day & Date: Thursday, 15-01-2026
Time: 03:00 PM To 04:30 PM

Max. Marks: 30

Instructions: 1) All questions are compulsory.
2) Figures to the right indicate full marks.

Q.1 A) Multiple choice questions. 04

- 1) The Preamble of the Indian Constitution reflects the idea of _____.
 a) Administrative power b) Judicial control
 c) Economic justice d) Political liberty
- 2) Article 19(1)(g) of the Constitution grants the right to _____.
 a) Acquire property b) Carry on any trade or business
 c) Form associations d) Freedom of speech
- 3) Article 280 of the Constitution is related to _____.
 a) GST Council b) CAG of India
 c) Election Commission d) Finance Commission
- 4) The demonetisation judgment dealt _____ constitutional aspect.
 a) Right to property b) Separation of powers
 c) Fiscal policy d) Freedom of trade

B) Fill in the blanks. / True or False. 02

- 1) The constitutional provision relating to trade and commerce within India is given under Article 301.
- 2) Fundamental duties are enforceable by law under the Constitution of India.

Q.2 Answer the following (Short Notes). 06

- a) Explain the economic significance of the Preamble of the Indian Constitution.
- b) Write a short note on reasonable restrictions under Article 19(1)(g).

Q.3 Attempt the following (Short Answer). 06

Discuss the importance and functions of the Finance Commission under Article 280 of the Constitution.

Q.4 Attempt Any One of the following. (Long Answer/Problem) 06

- a)** Explain the constitutional provisions related to Trade, Commerce and Intercourse within the territory of India (Articles 301-307).

OR

- b)** Discuss the challenges of Fiscal Federalism in India with reference to vertical fiscal imbalance.

Q.5 Attempt Any One of the following. (Long Answer/Problem) 06

- a)** Evaluate the major constitutional battles that shaped India's economy, with reference to case studies such as Demonetisation and Aadhaar.

OR

- b)** Explain the relationship between the Constitution, Business, and Economic Justice in India, citing relevant examples.

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**B.B.A. (Semester - I) (New) (NEP CBCS) Examination:
October/November - 2025
Indian Knowledge System/ General IKS (G09-IKS)**

Day & Date: Friday, 16-01-2026
Time: 03:00 PM To 04:30 PM

Max. Marks: 30

Instructions: 1) All questions are compulsory.
2) Figures to the right indicate full marks.

Q.1 A) Multiple Choice Questions. 04

- 1) Ayurveda is known as the _____.
a) Science of Mind b) Science of Yoga
c) Knowledge of Life d) Knowledge of Body
- 2) Which one of the following is not a Dosha?
a) Vata b) Pitta
c) Kapha d) Prana
- 3) What is Agni in Ayurveda?
a) Fire element only b) Energy of Sun
c) Digestive fire d) Breath
- 4) Which yoga is also called the yoga of action?
a) Bhakti Yoga b) Karma Yoga
c) Raja Yoga d) Gyana Yoga

B) True or False. 02

- 1) Ritucharya means daily routine.
- 2) Triguna includes Sattva, Rajas and Tamas.

Q.2 Answer the following. (Short Notes) 06

- a) What are Pancha Maha Bhuta?
- b) Write a short note on Dosha, Dhatu, Mala.

Q.3 Attempt the following. 06

Explain Dinacharya with any three examples.

Q.4 Attempt the following. (Any One) 06

- a) Write the definition and benefits of Yoga in modern life.

OR

- b) Explain the importance of Trividha Upastambhas (Three Pillars of Health).

Q.5 Attempt the following. (Any One)

06

a) What is Prakruthi? How does it help us understand our health?

OR

b) Explain the concept of Manas and Mind-Body Harmony in Ayurveda.

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**B.B.A. (Semester - I) (New) (NEP CBCS) Examination:
October/November - 2025
Business Statistics and Logic (G09-0104)**

Day & Date: Tuesday, 20-01-2026
Time: 03:00 PM To 05:30 PM

Max. Marks: 60

Instructions: 1) All questions are compulsory.
2) Figures to the right indicate full marks.

Q.1 A) Multiple Choice Questions.

08

- 1) The median is defined as _____.
 - a) The most frequent value
 - b) The average of all values
 - c) The middle value when data is arranged
 - d) Difference in high and low value
- 2) _____ is the most commonly used measure of dispersion.
 - a) Range
 - b) Standard deviation
 - c) Variance
 - d) Interquartile range
- 3) In a normal distribution, the skewness value is typically _____.
 - a) Negative
 - b) Undefined
 - c) Positive
 - d) Zero
- 4) _____ value of Karl Pearson's correlation coefficient indicates a perfect positive correlation.
 - a) 1
 - b) -1
 - c) 0
 - d) Undefined
- 5) The mean of the data set: 6, 8, 10, 12, 14 is _____.
 - a) 10
 - b) 11
 - c) 9
 - d) 12
- 6) What is the probability of drawing a red card from a standard deck of 52 playing cards?
 - a) $\frac{1}{2}$
 - b) $\frac{1}{4}$
 - c) $\frac{1}{13}$
 - d) $\frac{1}{26}$
- 7) If "BALL" is coded as "CBMM", what is the code for "COW"?
 - a) DPX
 - b) DQX
 - c) CPX
 - d) DOX

- 8) Which of the following is the next term in the sequence:
1, 4, 9, 16, _____?
- | | |
|-------|-------|
| a) 20 | b) 25 |
| c) 22 | d) 30 |

B) True or False.

04

- 1) The range is a measure of central tendency.
- 2) Correlation measures the strength and direction of a linear relationship between two variables.
- 3) Standard deviation measures how far data values are from the mode.
- 4) The mean is affected by extreme values in a data set.

Q.2 Attempt the following.

12

- a) A bag contains 5 red balls, 3 blue balls, and 2 green balls. One ball is drawn at random. What is the probability that the ball drawn is.
 - 1) Red Ball
 - 2) Blue Ball
- b) Find the Range and Coefficient of Range from the following dataset: 12, 25, 18, 34, 20, 30, 15
- c) Explain deductive reasoning with one example.
- d) Explain the concept Correlation.

Q.3 Attempt the following Questions.

12

- a)** The following table shows the number of hours spent on homework by 20 students in a week:

Hours(X)	1	2	3	4	5
Frequency(f)	3	5	7	4	1

- 1) Calculate the mean number of hours spent on homework.
 - 2) Find the median number of hours spent on homework.
- b) Explain Kurtosis & its Importance.**

Q.4 Attempt the following. (Any One)

12

- a)** The following table shows the monthly salaries of employees in a firm:

Weekly Income (in Thousands)	15-25	25-35	35-45	45-55	55-65
Frequency (f)	5	8	10	6	3

Calculate Median & mode of the monthly salaries.

OR

- b) Define classification and tabulation of data and discuss the different types of classification of data.**

Q.5 Attempt the following. (Any One)**12**

- a) Calculate Karl Pearson's Coefficient of Correlation between X and Y, where the data is given as:

(X)	12	14	16	18	20	22	24	26
(Y)	5	7	9	11	13	15	17	19

OR

- b) The following table gives the distribution of marks obtained by 40 students in a test. Calculate the mean, standard deviation, and coefficient of variation.

Class Interval	0-10	10-20	20-30	30-40	40-50
Frequency (f)	5	8	12	7	8