

(i) Printed Pages : 3

Roll No.

(ii) Questions : 7

Sub. Code :

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Exam. Code :

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Bachelor of Business Administration 2nd Semester

(2042)

PUNJABI

Paper : BBA-121A

Time Allowed : Three Hours]

[Maximum Marks : 45

ਨੋਟ :- (1) ਸਾਰੇ ਸਵਾਲ ਲਾਜ਼ਮੀ ਹਨ।

(2) ਇੱਕ ਸਵਾਲ ਦੇ ਸਾਰੇ ਭਾਗ, ਇਕੱਠੇ ਇੱਕੋ ਜਗ੍ਹਾ ਹੱਲ ਕੀਤੇ ਜਾਣ।

1. ਹੇਠ ਲਿਖੇ ਕਾਵਿ ਬੰਦਾਂ ਵਿੱਚੋਂ ਕਿਸੇ ਇੱਕ ਦੀ ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ਕਰੋ :

(ੳ) ਜਦ ਲੱਗ ਕੇ ਨਵੇਂ ਨਜ਼ਾਰੇ ਵੱਲ

ਤੂੰ ਭੁੱਲ ਜਾਵੇਂਗੀ ਹੋਂਦ ਮੇਰੀ।

ਤਾਂ ਡਰਦਾ ਹਾਂ ਗਮ ਸ਼ਕਤੀ ਇਹ

ਜਿੰਨੀ ਹੀ ਜੇਤੂ ਦਿਸਦੀ ਹੈ

ਉਸ ਜੋਰ ਨਾਲ ਹੀ ਹਾਰੇਗੀ।

ਇਸ ਗੌਤਮ ਨੂੰ, ਇਸ ਯਸੂ ਨੂੰ,

ਇਸ਼ਕਾਂ ਦੇ ਪੀਰ ਪੈਗੰਬਰ ਨੂੰ,

ਇੱਕ ਅਣਦਿਸਦਾ ਪ੍ਰਮਾਣੂੰ ਕਰ।

- (ਅ) ਖਤ ਆਵੇਗਾ ਬਹੁਤ ਕੁਵੇਲੇ
 ਧਰਤੀਓ ਲੰਮੀ ਛਾਂ ਦਾ ਖਤ
 ਚੁੱਪ ਦੇ ਸਫਿਆਂ ਉੱਤੇ ਲਿਖਿਆ
 ਉੱਜੜੀ ਸੁੰਨ ਸਰਾਂ ਦਾ ਖਤ
 ਇੱਕ ਬੇਨਖਸ਼ ਖਿਆਲ ਦਾ ਲਿਖਿਆ
 ਤੇਰੇ ਅਸਲੀ ਨਾਂ ਦਾ ਖਤ। 5
2. ਕਿਸੇ **ਇੱਕ** ਕਵਿਤਾ ਦਾ ਸਾਰ ਜਾਂ ਕੇਂਦਰੀ ਭਾਵ ਲਿਖੋ :
 (ੳ) ਧਰਤੀ ਮਾਤਾ (ਬਾਵਾ ਬਲਵੰਤ)
 (ਅ) ਅਪ੍ਰਮਾਣਿਕ (ਹਰਿਭਜਨ ਸਿੰਘ)
 (ੲ) ਕੰਡਿਆਲੀ ਥੋਰੂ (ਸ਼ਿਵ ਕੁਮਾਰ ਬਟਾਲਵੀ)। 5
3. ਕਿਸੇ **ਇੱਕ** ਕਹਾਣੀ ਦਾ ਸਾਰ ਲਿਖੋ :
 (ੳ) ਕਬਰਾਂ ਤੋਂ ਸਿਵਿਆਂ ਨੂੰ (ਰਘਬੀਰ ਢੰਡ)
 (ਅ) ਬਰਫ ਦਾ ਦਾਨਵ (ਜਸਵੀਰ ਭੁੱਲਰ)। 5
4. ਕਿਸੇ **ਇੱਕ** ਦਾ ਜੀਵਨ, ਰਚਨਾ ਅਤੇ ਯੋਗਦਾਨ ਬਾਰੇ ਲਿਖੋ :
 (ੳ) ਸੁਰਜੀਤ ਪਾਤਰ
 (ਅ) ਗੁਰਦਿਆਲ ਸਿੰਘ। 8
5. ਤੁਸੀਂ ਸ਼ਟਰਿੰਗ ਦੇ ਸਮਾਨ ਦੀ ਦੁਕਾਨ ਖੋਲ੍ਹੀ ਹੈ। ਇਸ ਸੰਬੰਧੀ ਅਖਬਾਰ ਵਿੱਚ ਦੇਣ ਲਈ ਇਸ਼ਤਿਹਾਰ ਲਿਖੋ।
 ਜਾਂ
 ਕਾਲਜ ਵਿੱਚ ਮਨਾਏ ਗਏ ਵਣ-ਮਹਾਂਉਤਸਵ ਬਾਰੇ ਪ੍ਰੈਸ ਨੋਟ ਲਿਖੋ। 8

6. ਵਿਸ਼ਰਾਮ ਚਿੰਨ੍ਹ ਲਗਾਉ :

ਪਰਮਾਤਮਾ ਨੇ ਸਭ ਜੀਅ-ਜੰਤਾਂ ਨੂੰ ਵਾਰੋ ਵਾਰੀ ਪੁੱਛਿਆ ਜੀਣ ਬਾਰੇ ਤੁਹਾਡੀ ਇੱਛਾ ਕੀ ਹੈ ਖੋਤਾ ਕਹਿਣ ਲੱਗਿਆ ਮੈਨੂੰ ਤਾਂ ਵੀਹ ਸਾਲ ਦੀ ਉਮਰ ਹੀ ਕਾਫੀ ਹੈ ਮੇਰੀ ਜ਼ਿੰਦਗੀ ਵਿੱਚ ਸੁੱਖ ਘੱਟ ਨੇ ਮੈਨੂੰ ਸਾਰਾ ਦਿਨ ਬੋਝ ਢੋਣਾ ਪੈਂਦਾ 6

7. ਹੇਠ ਲਿਖੇ ਸ਼ਬਦਾਂ ਵਿੱਚੋਂ ਅੱਠ ਦੇ ਪੰਜਾਬੀ ਰੂਪ ਲਿਖੋ :

(A) Unproductive Labour

(B) Zero Rate of interest

(C) Vertical Integration

(D) Tax Base

(E) Short Bills

(F) Revenue

(G) Recession

(H) Jobber

(I) Mortgage

(J) Imputed Income.

8

(i) Printed Pages: 7 Roll No.
(ii) Questions : 14 Sub. Code :

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Exam. Code :

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Bachelor of Business Administration 2nd Semester
(2042)

BUSINESS STATISTICS

Paper—BBA-122

Time Allowed : Three Hours] [Maximum Marks : 80

Note :— (1) Attempt any *four* questions from Section A.
(2) Attempt *two* questions each from Section B and Section C respectively.

SECTION—A

1. Discuss the important functions of Statistics. 5
2. Calculate the three years monthly moving averages from the following data :

January	57
February	65
March	63
April	72
May	69
June	78
July	82
August	81
September	90
October	92
November	95
December	97

3. Seven students obtained the following ranks in Maths and Statistics. Find their rank correlation. 5

Rank in Maths : 7 1 4 6 5 3 2
 Rank in Statistics : 5 1 2 3.5 3.5 7 6

4. Define geometric mean. What are its merits and demerits ? 5

5. Compute coefficient of Quartile Deviation from the following data :

Students No. : 4 7 15 8 7 2
 Marks : 10 20 30 40 50 80 5

6. Calculate Karl Pearson's coefficient of Skewness :

Measure	Place A	Place B	
Mean	256.5	240.8	
Median	201.1	201.6	
Standard Deviation	215.0	181.0	5

SECTION—B

7. (a) State the various uses of statistics in business.
 (b) From the data given below, find the mean, median, mode.

Marks	No. of Candidates
1—5	7
6—10	10
11—15	16

Mean	No. of Candidates
16—20	30
21—25	24
26—30	17
31—35	10
36—40	5
41—45	1

7+8=15

8. Find Karl Pearson's coefficient of correlation :

Age of Husband (in years)	Age of Wife (in years)
20	18
22	20
23	22
25	24
25	21
28	26
29	26
30	25
30	27
34	29

15

9. From the following information :

	Advertisement Expenditure (Rs. Crore)	Sales (in Rs. Crore)
Mean	20	100
Standard Deviation	5	12
Correlation Coefficient	0.8	

(a) Calculate two regression lines.

(b) Find the likely sales when advertisement expenditure is Rs. 25 crores. $12+3=15$

10. (a) The arithmetic mean and standard deviation of a series of 20 items were calculated by a student as 20 cm and 5 cm respectively. But while calculating an item 13 was misread as 30. Find the correct arithmetic mean and standard deviation.

(b) Find the missing frequency from the following data when :

Marks	No. of Students
0—10	5
10—20	15
20—30	20
30—40	—
40—50	20
50—60	10

Arithmetic mean given is 34.

$7+8=15$

SECTION—C

11. (a) Explain and illustrate the difference between fixed base and chain base index numbers.
- (b) From the following data, construct a cost of living index number by using family budget method for 2016 with 2006 as base year :

Commodity	P	Q	R	S	T	U
Quantity in 2006 (in units)	50	25	10	20	30	40
Price in 2006 (per unit)	10	5	8	7	9	6
Price in 2016 (per unit)	6	4	3	8	10	12

7+8=15

12. (a) Highlight the importance of Time Series analysis for a business.
- (b) Fit a straight line trend by the method of least squares and also calculate the trend values from the following data :

Year	Production
2010	12
2011	10

Year	Production	
2012	14	
2013	11	
2014	13	
2015	15	
2016	16	5+10=15

13. (a) State and explain the uses of index numbers.
- (b) Calculate Fisher's index from the following data and prove that it satisfies both the time reversal and factor reversal tests :

Commodity	2015		2016	
	Price	Expenditure	Price	Expenditure
A	8	80	10	120
B	10	120	12	96
C	5	40	5	50
D	4	56	3	69
E	20	100	25	150
				5+10=15

14. Calculate Bowley's coefficient of skewness when :

Age (in years)	No. of Persons
20—25	50
25—30	70
30—35	80
35—40	180
40—45	150
45—50	120
50—55	70
55—60	50

15

(i) Printed Pages: 2

Roll No.

(ii) Questions : 14

Sub. Code :

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Exam. Code :

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Bachelor of Business Administration 2nd Semester

(2042)

ESSENTIALS OF BUSINESS ECONOMICS—II

Paper : BBAS123

617

Time Allowed : Three Hours]

[Maximum Marks : 80

Note :— This question paper consists of three parts. Attempt **FOUR** questions from Part-A, each answer will carry **5** marks and attempt **TWO** questions each from the other Parts, each answer will carry **15** marks.

PART—A

1. Any two methods of measuring national income.
2. Scope of macro economics.
3. Effective demand.
4. What are the objectives of fiscal policy ?
5. Explain the effects of inflation.
6. What are the determinants of marginal efficiency of capital ?

PART—B

7. Explain the importance and limitations of macro economics.
8. Critically explain the Keynesian theory of income and employment.
9. What are the factors that determine propensity to save and consume ?
10. Explain different aggregates in measuring national income and problems in measuring national income.

PART—C

11. Critically explain the theory of secular stagnation.
12. Explain various instruments of monetary policy.
13. In a developing economy what are the causes of inflation and measures to solve the problem ?
14. What is the importance of investment and what are the factors affecting investment ?

- (i) Printed Pages: 2 Roll No.
- (ii) Questions : 14 Sub. Code :

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Exam. Code :

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Bachelor of Business Administration 2nd Semester
(2042)

LEGAL ASPECTS OF BUSINESS

Paper-BBA124

Time Allowed : Three Hours] [Maximum Marks : 80

Note :--Section-A : Attempt any **four** questions of **5** marks each.

Section-B : Attempt any **two** questions of **15** marks each.

Section-C : Attempt any **two** questions of **15** marks each.

SECTION—A

1. Misrepresentation vs. Fraud.
2. Rule of Caveat Emptor.
3. Explain offer of Performance.
4. Voidable Contract.
5. Conditions vs. Warranties.
6. Define Pledge.

SECTION—B

7. "An acceptance is to offer what a lighted match is to train of gun powder". Explain and illustrate.

8. What do you understand by discharge of a contract ? Explain different modes of discharge of contract.
9. What do you mean by Agency by ratification ? What are the requisites of valid ratification ?
10. What do you understand by Contract of Bailment ? Discuss the rights and duties of Bailor.

SECTION—C

11. What do you understand by Contract of Sale ? Differentiate between Sale and Agreement to Sell.
12. When is the seller known as Unpaid ? What are the rights available to an unpaid seller ?
13. Explain in detail the Consumer Dispute Redressal Machinery in resolving consumer grievances.
14. Explain the terms as per CPA, 2019 :
 - (i) Complaint
 - (ii) Restrictive Trade Practice
 - (iii) Unfair Trade Practice.

(i) Printed Pages: 2

Roll No.

(ii) Questions : 9

Sub. Code :

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Exam. Code :

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Bachelor of Business Administration 2nd Sem.

(2042)

**PERSONALITY DEVELOPMENT AND PROFESSIONAL
SKILLS**

Paper : BBA-125

Time Allowed : Three Hours]

[Maximum Marks : 80

Note :— Student is required to attempt **FOUR** questions from Section A. Student is required to attempt **TWO** questions from Section B and **TWO** questions from Section C.

SECTION—A

1. Attempt any **FOUR** of the following :—

- (a) What do you understand by personality development ? 5
- (b) Discuss briefly various types of interpersonal relationships. 5
- (c) List various types of job interviews. 5
- (d) What are the essentials of a team ? 5
- (e) Explain briefly various sources of stress. 5
- (f) Describe briefly the significance of work place etiquettes. 5

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[Turn over

SECTION—B

2. What is self-concept ? Describe various self-management techniques that a person can practice. 15
3. Highlight the need and importance of creativity skills. Explain the various stages of creativity. 15
4. Differentiate between presentation and public speaking. Explain various steps involved in making an effective presentation. 15
5. Discuss various types of group discussions. List some dos and don'ts while participating in a group discussion. 15

SECTION—C

6. Describe various types of teams. Explain the team building process in detail. 15
7. What are the consequences of stress ? Discuss the role of organization in reducing employee stress. 15
8. What do you understand by learning organization ? Explain various ways to transform an organization into a learning organization. 15
9. What is non-verbal communication ? Discuss the important types and functions of non-verbal communication. 15

(i) Printed Pages: 5 Roll No.

(ii) Questions : 14 Sub. Code :

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Exam. Code :

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Bachelor of Business Administration 2nd Semester
(2042)

MANAGERIAL ACCOUNTING

Paper : BBA-126

Time Allowed : Three Hours] [Maximum Marks : 80

Note :—(1) Attempt any **FOUR** questions from Section A. Each carries 5 marks.

(2) Attempt any **TWO** questions from Section B and Section C each. Each question in Section B and C carries 15 marks.

SECTION—A

1. Why are financial statements prepared by an organization ?
2. Prepare a trend analysis taking 2011 as base year with the following figures (given in thousands) :

Year	Cash	Debtors	Investments	Land	Building	Machinery
2011	120	150	80	500	900	1500
2012	140	200	85	600	1100	1500
2013	90	325	125	700	1400	1600
2014	180	400	200	900	1200	2100
2015	210	450	225	1200	1900	2000

3. Calculate statement of changes in working capital from the following data for the year ending 31.03.2022 :

Particulars	2020	2021
Inventory	10,000	12,000
Trade Receivable	15,000	17,500
Accrued income	150	250
Bank Balance	600	1,750
Bills Payable	6,000	5,500
Trade Payable	6,250	3,400

4. Explain the basic assumption of Marginal costing.
5. The ratio of variable cost to sales is given to be 60%. The Break-even-point occurs at 80% of sales. Find the capacity sales when fixed costs are Rs. 2,00,000. Determine profits at 90% of sales.
6. C Ltd. wants you to calculate the fixed cost with the given information :

Particulars	2021	2022
Total Sales	1,20,000	1,40,000
Profits	9,000	13,000

SECTION—B

7. Describe the following :
- (a) 'Financial statements reflect the health of a business concern'. Comment. 5
- (b) Distinguish between Management Accounting and Financial Accounting. 10

8. Using the information given below compute :

- (a) Gross Profit Ratio
- (b) Return on Total Assets Ratio
- (c) Inventory Turnover Ratio
- (d) Net Worth to Debt Ratio
- (e) Working Capital Turnover Ratio.

Sales	25,20,000	Other Current Assets	7,60,000
Cost of Sales	19,20,000	Fixed Assets	14,40,000
Net Profits	3,60,000	Net Worth	15,00,000
Inventory	8,00,000	Debt	9,00,000
Current Liabilities	6,00,000		

9. Prepare Cash Flow Statement as per AS-3 for Sh. Shivdayal & Co. for the year ending March 2022 :

Particulars	31.03.2021	31.03.2022
I EQUITY & LIABILITIES		
Shareholder funds :		
(a) Share Capital	1,00,000	1,40,000
(b) Profit and Losses	40,000	70,000
Non-Current Liabilities :		
Long term loan	20,000	10,000
Current Liabilities :		
(a) Trade Payable	21,000	24,400
(b) Provision for taxation	6,000	10,000
Total	1,87,000	2,54,400

Particulars	31.03.2021	31.03.2022
II ASSETS		
Land and Building	24,000	56,000
Plant and Equipment	76,000	64,000
Goodwill	20,000	19,000
Current Assets :		
(a) Stock in trade	11,000	26,000
(b) Bills Receivables	16,000	29,400
(c) Cash and cash equivalents	40,000	60,000
Total	1,87,000	2,54,400

10. Explain about the following :

(a) Draw a hypothetical Comparative Financial Statement.

5

(b) Why and how is Fund Flow Statement prepared ?

5+5

SECTION—C

11. What do you mean by Break Even Chart ? How can one find out the point where cost equals revenue ? Should one stop the business at this point ? Explain the relevance of BEP Analysis.

12. Use the following information for the month of March, 2021 to answer questions that follow :

Variable cost per unit	Rs. 10	Fixed overhead	Rs. 1,40,000
No. of units sold	50000 units	Sales per unit	Rs. 20

Calculate the following :

- (i) Margin of safety sales at the existing level. 4
 - (ii) If the variable cost increases to Rs. 12 and fixed overhead to Rs. 1,00,000 what would be new BEP level of sales ? 7
 - (iii) If the business made a sales of 80000 units, what should be the volume of profits ? 4
13. What happens to P/V ratio, Break-Even-Point and margin of safety when :
- (a) Unit selling price of the product increases,
 - (b) Total fixed cost increases,
 - (c) Number of units sold increases ?
14. 50000 units are produced and sold in domestic market at Rs. 50 per unit. The home market cannot absorb more than 50000 units in a year but there is an export market for this item @ Rs. 30 per unit. It is proposed to increase the production and sell the additional quantities in the export market at Rs. 30 per unit. The variable cost works out to be Rs. 25 per unit and the fixed charges amount to Rs. 8,00,000 in a year. Calculate the number of additional units to be made and sold abroad to earn a profit of Rs. 6,00,000 in a year both on domestic and foreign sales together.