

प्रथम वर्ष बी. कॉम. : गृहपाठ प्रश्नावली (इंग्रजी माध्यम)

Elements of statistics (Com 107)

Short answer quotations (100-150):- 05 Marks

Question.

1 Explain the Functions of Statistics.

OR

1 What are the objectives of Tabulation?

OR

1 State & explain the method of obtaining two types of cumulative frequencies.

2 What are the objectives of classification?

OR

2 What is the body of a table?

OR

2 Following data gives the weights (in kgs) of 40 students. Prepare a frequency distribution by considering the class intervals as 40-45, 45-50, 50-55 & 50on.

42	45	60	66	50	41	40	55
47	43	57	45	58	69	45	58
45	53	55	54	51	66	52	48
55	48	54	61	41	59	66	56
67	44	40	65	47	55	55	63

3 State the advantages of graphic presentation of data.

OR

3 What is the limitation of statistics?

OR

3 State the functions of statistics.

4 Calculate the mean for the following distribution.

class	0-10	10-20	20-30	30-40	40-50
Frequency	8	10	20	10	2

OR

4 Define what are primary data & secondary data?

OR

4 State the functions of statistics.

5 Explain the merits of standard deviation.

OR

5 Differentiate between population & sample. Give your own examples.

OR

5 Describe in short, the different methods of random sampling.

6 What are objects of classification?

OR

6 Diffraction between frequency polygon & frequency carve.

OR

6 Define classifications. Give the objectives of classification.

7 Distinguish between histogram & bar diagram.

OR

7 Merits & demerits of median.

OR

7 what are the different methods of studying correlation? Explain a scatter diagram with an example.

8 merits & demerits of mode.

OR

8 Differentiate between inclusive & exclusive type of classes.

OR

8 calculate A Histogram for the following data.

Class	10-20	20-30	30-40	40-50	50-60
Frequency	8	10	20	10	2

Long answer Questions (500 to 600 words) 20 marks each

1 Explain the different methods of sampling in detail.

OR

1 Merits & demerits of quartile deviation.

OR

1 The regression equation y on x is given by $5x-6y+90=0$. & the regression equation x on y is given as $15x-8y-180=0$.

(a) Find the mean values of x

(b) Find the regression co-efficient i.e. by x and b_{xy} .

(c) Find the correlation coefficient 'r'

2 Explain the various methods of setter diagram & drawn them.

OR

2 What is tabulation? What are the objectives of tabulation? And distinguish between classification & tabulation.

OR

2 Explain by giving example of each kind.....

(I) Geographical classification

(II) Chronological classification

(III) Describe method of non-random sampling.

3 The following are rinks given by two judges, A and B.

Rank by A :	1	2	3	4	5	6	7	8
Rank by B :	4	5	6	7	8	2	3	1

Tell whether their opinions are more or less or different.

OR

3 Explain: (1) geographical classification

(2) Chronological classification

(3) Describe method of non-random sampling

OR

3 Calculate main deviation from mean, median & mode separately for the following frequency distribution.

Class interval	0-10	10-20	20-30	30-40	40-50	50-60	60-70
Frequency	4	7	12	18	8	7	2

English for business (ENG 102)

Short answer quotations (100-150):- 05 Marks

Question.

1 How will you compose your e-mail message?

OR

1 Explain the term- 'Edit message'

OR

1 Explain the term 'feedback'. Why it is necessary?

2 Explain the opening of a solicitude letter.

OR

2 What is persuasive message?

OR

2 Write the components of the opening of a solicited letter.

3 What should be the language & format of an effective application letter?

OR

3 Define the term 'transparencies'

OR

3 What is intercultural communication?

4 Which are the important principles that should be kept in mind while preparing a resume as per the clock plan?

OR

4 Explain the process of group communication.

OR

4 Explain the term Ego-status in brief.

5 Explain persuasive messages with examples.

OR

5 Difference between positive news & negative news.

OR

5 Why 'flip charts' are necessary?

6 What do you mean by the 'johari window' model?

OR

6 Which elements are typically included in resume?

OR

6 Ulterior- one of the types of transactions – explain.

7 Write the use of slides for formal presentation.

OR

7 What is the dartboard plan? Explain.

OR

7 What is communication network? Explain.

8 Write the important issues while selecting a visual aid.

OR

8 Explain “metacommunication” in brief.

OR

8 Write down the four categories of communications.

Long answer questions (500 to 600 words) 20 marks each

1 Explains the classification of communication networks.

OR

1 Writes in details the different types of visual aids.

OR

1 Write in details the different stages of conversations.

2 Explain the barriers in web based communication.

OR

2 What are the barriers in web-based communication?

OR

2 Write down your Resume

3 Explain the principles of intercultural communication.

OR

3 Explain in details the three main categories of non-verbal communication.

OR

3 What are the different listening barriers?

General Knowledge & social Awareness (GKN-101)

Short Answer Questions (100 to 150 Words) 5 marks each

Quotations.

1) Write the types of mental illnesses.

OR

1) Environmental problem.

OR

1) Explain the influences of TV on one lifestyle.

2) What is addiction? What are the four stages of addiction?

OR

2) Method of tissue culture.

OR

2) Explain the principles of cooperation.

3) Explain the importance of information in human life.

OR

3) Changing nature of work.

OR

3) State any six uses of the Internet.

4) Explain the difference between culture and civilization.

OR

4) Need of the scientific study of religion

OR

4) Explain the features of the consumer protection Act, 1986.

5) Importance of communication revolution.

OR

5) Main features of entrepreneurship.

OR

5) Write the limitations of rationalism.

6) State any six uses of the internet.

OR

6) Explain the influence of TV.

OR

6) Low of information.

7) Future and need of co-operation movement.

OR

7) Write the physical and psychological effect of sound pollution

OR

7) Measures to be taken for making co-operative movement successful.

8) Need for the social control in the open economy.

OR

8) Explain the importance of information in human life.

OR

8) What is Ecology?

Long Answer Questions (500 to 600 Words) 20 marks each

1) What is religion? Write in brief, what should be our attitude towards Religion?

OR

1) What is environment? What are the different environment problems?

OR

1) What is co-operative? Importance and need of co-operative.

2) Write a note on the wireless message transmission and radio

OR

2) How is society affected by biotechnology?

OR

2) What are the main aspects of positive health?

3) What are the types of rights? Explain the concept of natural, moral Rights and legal rights.

OR

3) Explain the significant features of the computer worldwide web.

OR

3) Write in brief, nature problems of consumers & reasons behind them.

Commerce (Com 106)

Short answer quotations (100-150):- 05 Marks

Question.

1 What are the determinants of supply?

Or

1 Consumer co-operative stores.

OR

1 Consumer co-operative stores.

2 What are the factors which determine real wages? Write any four.

OR

2 Functions of commercial banks, explain.

OR

2 Distinguish between: condition and warranty

3 Explain the difference in wage rates.

OR

3 State of goods Act.

OR

3 Explain the following items:

(A) Import, (B) export, & (C) enter pot

4 What are different types of taxes?

OR

4 Definite values insurance policy.

OR

4 Explain the various stages involved in evaluation of money.

5 Explain the four types of partnerships.

OR

5 What do you mean by subsidiary book? State its importance.

OR

5 Why is it said that “would have become one market?”

6 Why journal is maintained? State the uses of journal.

OR

6 What are the basic features of a partnership firm?

OR

6 Explain with the help of figures the difference between extension in demand and increase in demand.

7 Indian contracts Act.

OR

7 What are the functions of a retailer?

OR

7 “All capital is wealth, but all wealth is not capital.” Explain.

8 What are the determinants of rent for urban land?

OR

8 What do you mean by business? What are its features?

OR

8 “Commerce as an applied science.” Explain.

Long answer question (500 to 600 words) 20 marks each.

1 Mention the merits & demerits of a cooperative society.

OR

1 Explain contraction of supply & decrease in supply with the help of a diagram.

OR

1 State the definition of a company. Explain its features & demerits.

2 Distinguish between domestic trade & foreign trade.

OR

2 Explain the advantages & disadvantages of multiple chain shops.

OR

2 What is a ‘Trial Balance’. State its objectives.

3 Journalize the following transactions in the books of Suresh Kumar.

Year 2000

Date	Particulars	Credit (Rs)
March 1	Started business with cash	1,00,000/-
March 2	Deposit cash in bank	60,000/-
March 3	Purchased typewriter from Pankaj Trading	7,500/-
March 4	Purchased furniture from Feroz Brothers	15,000/-
March 5	Purchased stationery from Vaibhav	1,000/-
March 6	Purchased goods on cash	10,000/-

OR

3 The whole world has become one market. Explain.

OR

3 State the importance of cash book & explain its types.

Office Management Com211

Short answer quotations (100-150)

Questions.

1 Does large business organization need training?

OR

1 List the benefits of type of office organization.

OR

1 Qualifications of the office manager.

2 Give reasons for the termination of services.

OR

2 What is the labour turnover?

OR

2 Internal sources of recruitment.

3 Explain the internal sources of requirement.

OR

3 Explain the right of the office manager?

OR

3 State the characteristics of filing methods.

4 State the importance of filing.

OR

4 What information is included in a pay bill?

OR

4 What are office disciplines? What are its objectives?

5 Write the procedure of automation.

OR

5 Principles of scientific manager.

OR

5 write short note on benefit of ideal work flow.

6 Write short note on interior decoration in the office.

OR

6 Features of public relations.

OR

6 Give a description of a office services provided in functional departments.

7 Employee selection process.

OR

7 Explain the functions of the modern business office.

OR

7 Give information about the factors affecting environment.

8 Dynamics office organization.

OR

8 Write short note on types of machines.

OR

8 "Office should follow work culture" Discuss.

Long answer questions (500 to 600 words) 20 marks each

1 Explains the qualifications & qualities required from the office manager.

OR

1 What is difference between retirements, layoff, & termination of services?

OR

1 Describe the mental & head qualities required by the modern business office.

2 What type of factors should be considered for selecting the office place?

OR

2 What is a confidential report? Explain its importance.

OR

2 What do you mean by scientific management of office? Brief the work of scientific management.

3 Describe the procedure for purchasing stationery.

OR

3 What type of factors should be considered for selecting the office place?

OR

3 What is storage of stationary & other material? Need of control over stationary & material.