**Pragnya Education Trust’s**

**Pragnya college of management & computer studies,**

**Handewadi, Pune-411060, 2017-18**

**Assignment**

**Class: B.B.A Semester I**

**Subject: Business Organization and Systems** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

a) Explain the Objectives of business and prerequisites of a successful business?

b) State the Advantages and limitations of sole proprietorship?

c) Explain the Concept of Domestic Trade and Foreign Trade?

d) What are the Licensing and basic legal formalities to start a new business enterprise?

**Subject: Business Communication**

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(a) Explain the Principles and Barriers of Effective Communication in Details?

b) What are Layout drafting of business?

c) Explain the needs and Functions of Business Correspondence?

d) Explain the meaning of Business Letters? Explain with some examples.

**Subject: Business Accounting**

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(a) Explain the different principles of Financial Accounting?

b) How to prepare Profit & Lossaccount of Sole Proprietorship?

c) Explain the important terms related to Bank Reconciliation and the different Accounting software packages?

d) What are Role of Computers and Financial Applications in Computerized Accounting?

**Subject: Business Economics** (Micro)

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(a) Explain the concept of market forces in solving economic problems?

(b) What is the Elasticity of Demand? Explain the Practical implementation of elasticity of demand?

(c) Explain the Concept of Cost Definition and Importance of Cost?

(d) Explain the Revenue and Cost Analysis. What are the different methods of calculation of Revenue?

**Subject: Business Mathematics**

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1. Write a short note on :
   1. Natural numbers,
   2. HCF, LCM,
   3. ratio, proportion,
   4. variation
2. Define Logarithm.Explain with examples.
3. Explain types of Matrices?Also explain the singular and non-singular, minors and co-factors
4. What is Interest and Annuity?

**Subject: Business Demography** **& Environmental Studies**

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a) What are the Scope and components of Demography Factors affecting mortality?

b) Explain the concept of over and underpopulation?

c) Define Concept of literacy and its importance in modern society?

d) Explain the Features and importance of Urbanization. What are the factors affecting urbanization and rural population.