**Pragnya Education Trust’s**

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

**Handewadi, Pune-411060, 2018-2019**

**Assignment**

**Class: BBA Semester I**

**Subject: Business Organization & Systems**

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a) Explain the Objectives of Business and its Characteristics?

b) State the Meaning and Characteristics of Business Organization?

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

d) What are the Important Factors to set up a Business Enterprise?

**Subject: Business Communication Skills**

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a) Explain the Principles of Effective Communication in Details?

b) What are Methods and Types of Communication?

c) Explain the needs and Functions of Business Correspondence?

d) Define the Types of Electronic Communication?

**Subject: Business Accounting**

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a) Explain the Definition and Scope of Financial Accounting?

b) How to prepare the Final Accounts of Sole Proprietorship?

c) Explain the important terms related to Bank Reconciliation?

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

**Subject: Business Economics Micro**

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a) Explain the Scope of business Economics?

b) What are the Determinants of Demand? Explain in details.

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

d) Explain the Types of Markets in details.

**Subject: Business Mathematics**

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a) What are Ratio, Proportion and Percentage?

b) Define Logarithm.

c) Explain types of Matrices?

d) What is Interest and Annuity?

 **Subject: Business Demography & Environmental Studies**

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a) What are the Methods to Calculate the Fertility and Mortality rate?

b) Explain the concept of over and under population?

c) Define Literacy and its importance in Modern society?

d) Explain the Features and importance of Urbanization?