

**Assignment Number: 1**  
**Course code: BBA-111**  
**Class: BCOM- Ist SEM**  
**Title-Principle of Business Management**  
**Last Date for Submission: 11<sup>th</sup> Sep, 2017**

**Instructions**

1. Write the responses to the assignment in your own handwriting.
2. Submit the responses to your HOD within the due date.

Write your Name, Programme, and Enrolment No. clearly at the top of the page

**Question:-1**

- a) Explain any two features of planning..
- b) Briefly explain rigidity as a Limitation of planning.

**Question:-2**

- a) What are the features of management?
- b) What are objectives of management ?

**Assignment Number: 1**  
**Course code: BBA-112**  
**Class: BCom- Ist Sem**  
**Title: Business Environment**

**Last Date for Submission: 11<sup>th</sup> Sep, 2017**

**Instructions**

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2. Submit the responses to your HOD within the due date.

Write your Name, Programme, and Enrolment No. clearly at the top of the page

**Question:-1- Visit any nearby business organization and answer the followings:**

- a) Describe internal factors affecting its business environment.
- b) Explain what to do to improve it according to you

**Question:-2**

- a) What are the external factors affecting the business environment? Give any current example.
- b) Describe your ideas of dealing with it.

**Assignment Number: 1**  
**Course code: BBA-113**  
**Class: BCom- Ist Sem**  
**Title-Business Communication**  
**Last Date for Submission: 11<sup>th</sup> Sep, 2017**

**Instructions**

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2. Submit the responses to your HOD within the due date.

Write your Name, Programme, and Enrolment No. clearly at the top of the page

**Question:-1**

- a) You know that "Communication is omnipresent" , so go ahead and comment on the statement.
- b) You are very well aware that a process should be followed in every communication so go ahead and explain the process with example.

**Question:-2**

- a) Why do you think that various C's of communication are important for a good communication ?
- b) You know that communication should be done according to the place and person you, learn more if you explain it with example.

**Assignment Number: 1**

**Course code: BCA -113**

**Class: BCom- Ist Sem**

**Title-Basics of Computer Applications**

**Last Date for Submission: 11<sup>th</sup> Sep, 2017**

Instructions:

1. Write the responses to the assignment in your own handwriting.
2. Submit the responses to your HOD within the due date.

Write your name ,Programme and enrollment number clearly at the top of the Pages

**Question:-1**

- a) As you know that computer is an electronic machine. So, draw the block diagram of computer? Also explain each component of it?
- b) Define Primary & Secondary Memory?

**Question:-2**

a) Conversions

$(11100011101010)_2 = (\dots\dots\dots)_8, (\dots\dots\dots)_{10}, (\dots\dots\dots)_{16}$

b) Define the terms

- I. Software
- II. Hardware
- III. Firmware