

M. COM (PREVIOUS)
2014 -2015

ASSIGNMENT TOPICS



School of Distance Education

UNIVERSITY OF KERALA

SENATE HOUSE CAMPUS, PALAYAM

THIRUVANANTHAPURAM – 695 034

Phone: 0471 2300148, 2300137

**INSTRUCTIONS FOR SUBMISSION OF ASSIGNMENT FOR
M.COM (PREVIOUS)****Last Date for Assignment Submission: 30th April 2015**

Please note the following instructions for submission of Assignments:

- These assignments are to be submitted only by those students who have registered for **M.Com. (Previous)** Course in the **School of Distance Education (SDE)**.
- Students are required to remit an amount @ **Rs. 100/ per year as fee for assignment. Those who failed to submit their assignment during the respective year of study would be charged @ Rs. 200 (After 1 year and within 2 years of course completion) and Rs 500 (after 2 years of course completion) as fee for late submission of assignment. This should be remitted at the university cash counter.**
- Students should submit their assignments **on or before 30th April 2015**:
 - ✓ Those who had taken admission directly in SDE (SDE Regular Students) should submit their assignments to the Course Coordinator, School of Distance Education, University of Kerala, Senate House Campus, Palayam, Trivandrum-695 034, irrespective of the study centre where they had attended the PCP. It is the student's responsibility to ensure that the assignments reach SDE on or before the due date. No excuses of any kind for late or non-submission of assignments will be entertained.
 - ✓ Those who had taken admission through Learner Support Centers (LSCs) should submit their assignments to the Centre Coordinator of the respective LSC where he/she had taken admission
- Submission of assignments after the due date (30/04/2015) will not be entertained at any cost. Genuine cases may be considered after the prior permission of the Director by charging a sum of rupees as fine. The amount of fine will be fixed as per the directions and orders given by the SDE Director from time to time. This should be remitted in SDE Office itself (not at University cash counter).
- If a student is unable to submit the assignment(s) in person, the student may at his / her **own risk** submit the assignment(s) through an acquaintance, fellow student or by courier.
- If assignments are sent by Speed Post / courier, at the top of the envelope the student should clearly write in **BOLD** letters. **"ASSIGNMENT FOR M.COM (FINAL) SDE"**
- For each subject's assignment the **maximum marks** obtainable are **fifteen**.
- For each subject's assignment:
 - ✓ There will be three main sections of questions i.e. **Section A, Section B** and **Section C**. Section 'A' Consists of **short answer** type questions and Section 'B' and 'C' consist **Short Essay and Essay** type questions respectively.
 - ✓ Students have to answer:
 - a. **All the (4) questions** from 'Section A' carrying a weightage of **½ marks each**. Answer for each question **should not exceed ½ pages**.
 - b. **Any two** from 'Section B' carrying **2½ marks each**. Answer should **not exceed 2½ pages** for each question.
 - c. **Any one** from 'Section C' the question carries **8 marks**. Answer for the question should **not exceed 10 pages**.

- Total number of pages for each sets of assignment should **not exceed 20** pages including facing sheet, table of content and reference.
- For each paper/subject, assignment should be **Hand Written** by the student himself. If **mismatching of handwriting** is found at any stage (even after the publication of result) the assignment submitted would not be valued and such assignments may be given zero marks or marks awarded may be cancelled.
- Students are advised that in case two or more students' assignments are too similar in content, nature, the Course Coordinator would at his / her discretion decide on the quantum of marks to be awarded, irrespective of how good the submitted assignments are. It is more than likely that the minimum possible marks (if any) may be awarded to all such involved assignments.
- Only A4 / **Journal / Assignment paper** should be used for the Assignment Writing. Only one side of a paper should be used for writing.
- **Separate sets** of assignments should be made for each subject.
- A cover page (facing sheet) as per the format given on the last page should be attached on the top of the set for each paper/subject.
- Finally for a particular year, one file/ cover/ container should be made for all subjects.
- Assignments should not be copied, should be clear, legible, well presented.
- Illustrate your answer by giving suitable examples and draw graphs or diagrams wherever necessary.
- Students are also advised to quote sources (if any) of data, facts, sketches, drawings etc in their assignments.
- Students should draw a table of content (Index) immediately after the facing sheet and should write the reference/ bibliography at the end of the assignment.
- Marks may be awarded by considering the **quality of the content, neatness, style of presentation, legibility in handwriting, attractiveness, introductory and concluding remarks, number of references, quoting etc.**

In case of any query contact the

**COURSE COORDINATOR OF COMMERCE
SCHOOL OF DISTANCE EDUCATION,
UNIVERSITY OF KERALA,
THIRUVANANTHAPURAM -695 034
Telephone: 0471 23001376 (141 ext.)
Mobile: 9446250397
E-mail : mustaq77@rediffmail.com
mustaq77@gmail.com**

Last Date for Assignment Submission: 30th April 2015

PAPER- I**MANAGEMENT CONCEPTS AND THOUGHTS**Maximum Marks: **15 (Fifteen)**Date of Submission: on or before **30/04/2015****SECTION – A**(Answer **all** the questions. Each question carries $\frac{1}{2}$ marks)

1. Explain Management by Exception.
2. What is Transactional Analysis?
3. What is Grapevine communication?
4. Explain Organizational Development?

(4 x $\frac{1}{2}$ = 2 marks)**SECTION – B**(Answer any **2** of the following questions. Each question carries **2½** marks)

5. Explain various managerial levels? What are the specific tasks assigned to management at each these levels?
6. Write short note on Group Dynamic.
7. Define co-ordination. Discuss the need of coordination in formal organisations
8. What is Team Development? How it is achieved in an Organisation.

(2 x 2½ = 5 marks)**SECTION – C**(Answer any **One** of the following. The question carries **8** marks)

9. Define Planning. Discuss the various steps involved in the process of planning. What are the advantages of planning.
10. Compare and contrast Tylor's Scientific Management with Fayol's General Management.
11. Write note on the following:
 - a. Morale
 - b. Theory X and Y
 - c. Vestibule Training
 - d. Job Analysis and Job Specifications
 - e. Perception and Personality
 - f. MBO
 - g. Line Organisation
 - h. Strategic Decision

(1 x 8 = 8 marks)

PAPER- II : FINANCIAL MANAGEMENTMaximum Marks: **15 (Fifteen)**Date of Submission: on or before **30/04/2015****SECTION – A**(Answer **all** the questions. Each question carries $\frac{1}{2}$ marks)

1. What is Financial Analysis?
2. Explain Functional Statements.
3. What do you mean by Capital Structure?
4. Explain Capital Rationing.

(4 x $\frac{1}{2}$ = 2 marks)**SECTION – B**(Answer any **2** of the following questions. Each question carries **2½** marks)

5. Explain the various factors which influence the dividend decision of a firm?
6. Describe the Concepts and components of Working Capital.
7. Explain MM Approach of Dividend decision.
8. Describe the Banking norms for financing Working Capital

(2 x 2½ = 5 marks)**SECTION – C**(Answer any **One** of the following. The question carries **8** marks)

9. What is ABC Analysis? How it is useful as a tool of inventory management?
10. What is dividend policy? What are the determinants of dividend policy?
Discuss the dividend policy models.
11. The expenses for the production of 5000 units in a factory are given as follows

	(Rs per Unit)
Materials	50
Labour	20
Variable Overhead	15
Fixed Overhead (Rs.50000)	10
Administrative Expenses (5% fixed)	10
Selling expenses (20% fixed)	6
<u>Distribution Expenses (10% fixed)</u>	<u>5</u>
Total Cost per unit	116

You are required to prepare a flexible budget for the production of 7000 units

(1 x 8 = 8 marks)

PAPER- III**PLANNING AND DEVELOPMENT ADMINISTRATION**Maximum Marks: **15 (Fifteen)**Date of Submission: on or before **30/04/2015****SECTION – A**(Answer **all** the questions. Each question carries $\frac{1}{2}$ marks)

1. What is Economic Planning?
2. Write a note on Planning Commission?
3. What are Rolling Plans?
4. What do you mean by NDC?

(4 x $\frac{1}{2}$ = 2 marks)**SECTION – B**(Answer any **2** of the following questions. Each question carries $2\frac{1}{2}$ marks)

5. What is money supply? Explain the monetary policy to regulate the money supply in an economy?
6. Discuss the various sectors of an Economy.
7. What is Fiscal policy?
8. Explain the different Growth Models used in Indian economic plan?

(2 x $2\frac{1}{2}$ = 5 marks)**SECTION – C**(Answer any **One** of the following. The question carries **8** marks)

9. Discuss the Various concepts of National Income? What are the problems in estimating it?
10. Explain the centre- state relationship and the role of Finance Commission in maintaining a good relationship in the recent plan period?
11. What do you mean by public expenditure? Explain briefly developmental and non-developmental expenditure?

(1 x 8 = 8 marks)

PAPER- IV: CORPORATE FINANCIAL ACCOUNTINGMaximum Marks: **15 (Fifteen)**Date of Submission: on or before **30/04/2015****SECTION – A**(Answer **all** the questions. Each question carries $\frac{1}{2}$ marks)

1. What is Holding Company?
2. Explain the term Minority Interest.
3. What is super profit?
4. Distinguish between Insurance and Assurance?

(4 x $\frac{1}{2}$ = 2 marks)**SECTION – B**(Answer any **2** of the following questions. Each question carries **2½** marks)

5. What is double account system? Distinguish between single and double account system?
6. Explain the method of Super profit method to calculate the value of Goodwill.
7. State the methods of accounting for goodwill?

(2 x 2½ = 5 marks)**SECTION – C**(Answer any **One** of the following. The question carries **8** marks)

8. Briefly explain the contents of Accounting Standards in India.
9. Sri. A. B Balan is appointed liquidator of a Company in voluntary liquidation on 1st July 2008 and the following balances are extracted from the books on that date:

Capital 16000 shares of Rs. 5 each	160000	Machinery	60000
Provision for bad debts	20000	Leasehold properties	80000
Debentures	100000	Stock in trade	2000
Bank overdraft	36000	Book debts	120000
Liabilities for purchase	40000	Investments	12000
		Calls in arrear	10000
		Cash in hand	2000
		Profit and loss account	70000
	356000 =====		356000 =====

The machinery is valued at Rs. 120000;

The lease holds properties at Rs. 146000;

Investment at Rs. 8000;

Stock in trade at Rs.4000;

Bad debts are Rs. 4000;

Doubtful debts are Rs. 8000, estimated to realize Rs.4000.

The bank overdraft is secured by deposit of title deed s of leasehold properties.

Preferential creditors for taxes and wages Rs. 2000.

Telephone rent owing is Rs. 160.

You are required to make out:

1. Statement of affairs as regards creditors and contributories and
2. Deficiency or Surplus Account.

(1 x 8 = 8 marks)

PAPER- V**BUSINESS ENVIRONMENT AND POLICY**Maximum Marks: **15 (Fifteen)**Date of Submission: on or before **30/04/2015****SECTION – A**(Answer **all** the questions. Each question carries $\frac{1}{2}$ marks)

1. What is Macro Environment?
2. Explain social audit.
3. What is FEMA?
4. Describe Environmental Analysis.

(4 x $\frac{1}{2}$ = 2 marks)**SECTION – B**(Answer any **2** of the following questions. Each question carries $2\frac{1}{2}$ marks)

5. What is socio cultural environment? Explain its factors.
6. Explain Environmental Scanning.
7. Explain the functions of WTO.
8. What is EXIM Policy? Explain its importance.

(2 x $2\frac{1}{2}$ = 5 marks)**SECTION – C**(Answer any **One** of the following. The question carries **8** marks)

9. What do you mean by economic environment? Explain its impact
10. What is industrial sickness? Explain the causes of Industrial sickness.
11. Define business policy. Explain the elements of Business policy. What are the advantages of disadvantages of business policy?

(1 x 8 = 8 marks)

PAPER- VI**RESEARCH METHODOLOGY**Maximum Marks: **15 (Fifteen)**Date of Submission: on or before **30/04/2015****SECTION – A**(Answer **all** the questions. Each question carries $\frac{1}{2}$ marks)

1. What Null Hypothesis?
2. Explain Universe in research.
3. What is research design?
4. Define descriptive research.

(4 x $\frac{1}{2}$ = 2 marks)**SECTION – B**(Answer any **2** of the following questions. Each question carries $2\frac{1}{2}$ marks)

5. What is case study? List out the merits and demerits of case study
6. Explain the different sources of secondary data.
7. Describe the different probability sampling techniques.
8. What is hypothesis? Explain the different types of hypotheses.

(2 x $2\frac{1}{2}$ = 5 marks)**SECTION – C**(Answer any **One** of the following. The question carries **8** marks)

9. Define research. Explain the various types of research.
10. What do you mean by research report? Describe the layout of a research report.
11. Explain in detail the steps in research processes.

(1 x 8 = 8 marks)

PAPER- VII**STRATEGIC MANAGEMENT**Maximum Marks: **15 (Fifteen)**Date of Submission: on or before **30/04/2015****SECTION – A**(Answer **all** the questions. Each question carries $\frac{1}{2}$ marks)

1. What is Strategic Decision Making?
2. What is meant by core competence?
3. What do you mean by six sigma strategy?
4. What is muddling through approach?

(4 x $\frac{1}{2}$ = 2 marks)**SECTION – B**(Answer any **2** of the following questions. Each question carries $2\frac{1}{2}$ marks)

5. What is SWOT analysis? Explain its steps
6. Explain different approaches to strategic decision making
7. Discuss the steps involved in developing marketing strategy
8. Explain the factors influence the environmental scanning

(2 x $2\frac{1}{2}$ = 5 marks)**SECTION – C**(Answer any **One** of the following. The question carries **8** marks)

9. Define Strategic Management. Describe the process of strategic management. Enumerate the elements in the strategic management process.
10. State the influences of strategic management in Indian corporate structure.
11. What is strategic choice? What factors influence strategic choice

(1 x 8 = 8 marks)

PAPER- VIII**MIS AND COMPUTER APPLICATION**Maximum Marks: **15 (Fifteen)**Date of Submission: on or before **30/04/2015****SECTION – A**(Answer **all** the questions. Each question carries $\frac{1}{2}$ marks)

1. What do you mean by IRM?
2. What is an optical disk? List the different types of optical disks.
3. What is machine language?
4. What is DSS?

(4 x $\frac{1}{2}$ = 2 marks)**SECTION – B**(Answer any **2** of the following questions. Each question carries $2\frac{1}{2}$ marks)

5. Differentiate between Data and Information. How is data converted into information?
6. What is an information network? What are the different ways of designing a network?
7. Define information and explain the importance of data in information.
8. How MIS support the functions of management.

(2 x $2\frac{1}{2}$ = 5 marks)**SECTION – C**(Answer any **One** of the following. The question carries **8** marks)

9. A management information system is essentially a group of information systems that are designed to support the functional subsystems of the organisation' explain
10. Explain the development of E-Commerce in India.
11. Discuss the various steps involved in the conceptual design of a system.

(1 x 8 = 8 marks)



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ASSIGNMENT

Course : ----- (Previous/Final) -----

Year of admission: -----

Paper Code : -----

Title of the Paper : -----

Name and Address of the Contact Centre

SDE Enrolment Number

Exam Register Number

Name and Address of Student

Student's Name: -----

Address: -----

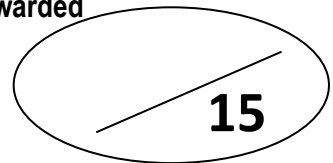
Phone No: -----

Mobile : -----

Date of Submission: -----

FOR OFFICE USE ONLY

Marks Awarded



Name and Signature of the Evaluator