



CENTRE FOR DISTANCE AND ONLINE EDUCATION  
BHARATHIDASAN UNIVERSITY  
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**NOTIFICATION**

Submission of Assignments is a component of the CIA for theory papers of our M.B.A. programme. In this connection students are instructed to write both Assignment and to submit separately as Assignment - I & Assignment - II . For each subject please mention Name, Appl.No, Enroll. No and Name of the paper on each topic. Each Assignment carries 5 marks. (Total 10 marks)

*[Handwritten signature and date: 23/04/2024]*  
**DIRECTOR**

**Topics for Assignments – I Semester**

**PAPER – 01 MANAGEMENT CONCEPT (P16MBA1)**

**ASSIGNMENT – I** (Any two of the topics)

1. Define Management. Discuss the various main elements of Taylor's Scientific Management.
2. Explain the characteristics of good planning and also explain various steps in Planning process.
3. Explain the meaning of formal and informal organization. Discuss some of the Problems and benefits of informal organization.

**ASSIGNMENT – II** (Any two of the topics)

1. What is meant by departmentation? Suggest suitable basis for departmentation with Merits and Demerits.
2. What are the Principles of Direction? Comment on the various aspects relating to the Direction function.
3. Discuss the nature and characteristics of control process with its Pro's and Con's of Controlling.

**PAPER – 02 MANAGERIAL COMMUNICATION(P16MBA2)**

**ASSIGNMENT – I** (Any two of the topics)

1. Discuss various barriers of communication. How can they be overcome?
2. Explain various types of reports.
3. Elucidate salient features of various non – verbal communications.

**ASSIGNMENT – II** (Any two of the topics)

1. Examine the steps involved in oral presentation.
2. Explain the important parts of business letters (layout of letters).
3. Explain the procedure of conducting company meetings.

**PAPER – 03 MATHEMATICS AND STATISTICS (P16MBA3)**

**ASSIGNMENT – I (Any two of the topics)**

1. What is matrix? Describe its types.
2. Discuss the various steps in formulating linear programming problems.
3. What is Decision Theory? Explain its different methods.

**ASSIGNMENT – II (Any two of the topics)**

1. What is statistics and explain its features? Also discuss its application in business.
2. What is the difference between sample and sampling? Discuss its different methods.
3. a) Write short notes on statistical inference and also explain Type I and Type II errors.  
b) Write a elaborate note on correlation and regression theory.

**PAPER – 04 MANAGERIAL ECONOMICS (P16MBA4)**

**ASSIGNMENT – I (Any two of the topics)**

1. Laws of nature to scale.
2. Relationship between Average Cost and Marginal Cost in the short run.
3. Price and output determination under monopoly

**ASSIGNMENT – II (Any two of the topics)**

1. Keynes theory of income and Distribution.
2. Monetary policy and its objectives.
3. Role of central bank in evolving credit policy.

**PAPER – 05 ORGANISATIONAL BEHAVIOUR (P16MBA5)**

**ASSIGNMENT – I (Any two of the topics)**

1. Explain the various management principles advocated by Henry Fayol.
2. Bring out the concept of history of Management thought.
3. Define Personality and explain the different determinants of Personality.

**ASSIGNMENT – II (Any two of the topics)**

1. Distinguish between power authority and status.
2. Define leadership? Bring out various styles involved in leadership Quality.
3. Critically examine the concept of conflict management.

**PAPER – 06 MANAGEMENT ACCOUNTING (P16MBA6)**

**ASSIGNMENT – I (Any two of the topics)**

1. Define Accounting? What are the advantages of Book Keeping?
2. Briefly, explain the various Accounting Concepts and conventions.
3. Write Short notes on:  
a) Journal b) Ledger c) Trail Balance d) Debit e) Credit

**ASSIGNMENT – II (Any two of the topics)**

1. Define overhead and mention the different methods of classification of overheads.
2. Explain the meaning of the term Financial Statements. State their objectives and nature.
3. Define Marginal Cost and Marginal Cost Accounting? What are its features?

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