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## **SMU MBA SEM 1 FALL 2014 ASSIGNMENTS**

### **MB0038 – Management Process and Organization Behavior**

1 Define the terms 'strategy'. Explain the following:

- a) Corporate strategy
- b) Business strategy
- c) Functional strategy

Definition of Strategy

Explanation of Corporate strategy

Explanation of Business strategy

Explanation of Functional strategy

2 Define the term 'management'. Explain the Behavioral science theory and Systems theory.

Definition of management

Explanation of Behavioral science theory

Explanation of systems theory

3 Give the definition and importance of planning in an organization and explain the steps in planning.

Definition of planning

Explanation of the importance of planning

List the steps in planning

Explanation of the steps in planning

4 Define the term Controlling? What are the prerequisites of effective control?

Definition of controlling

Pre-requisites of effective control

5 What are 'attitudes'? Explain the components and functions of attitude.

Meaning of attitude

Explanation of the components of attitude

Explanation of the functions of attitude

6 Define leadership. Write a brief note on 'Contingency Theories of Leadership'.

Definition of leadership  
Contingency Theories of Leadership

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**MB0039 –Business Communication**

1 What are the various types of communication? Describe the classification of non-verbal communication.

Types of communication  
Classification of nonverbal communication

2 Describe any situation in your own experience where the communication failed because the listening was faulty. Identify the barrier to listening in this situation.

Writing experience  
Identifying and explaining the barrier

3 Describe any 5 types of presentations with examples and their target audience.

5 types of presentations  
Identifying target audience and example

4 Explain the different types of meetings.

Types of meetings

5 You are going to face a job interview for the post of Manager-operations. Which aspects you will keep in mind while facing the interview?

Aspects to be kept in mind during job interview

6 Write short notes on:

- a) Internet
- b) Intranet
- a) meaning and benefits of internet
- b) Meaning and benefits of intranet

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**MB0040- STATISTICS FOR MANAGEMENT**

1 Statistics plays a vital role in almost every facet of human life. Describe the functions of Statistics. Explain the applications of statistics.

Meaning of statistics

Functions of statistics

Applications of statistics

2 a) Explain the approaches to define probability.

b) State the addition and multiplication rules of probability giving an example of each case.

a) Explanation of the approaches to define probability

b) Addition and multiplication rules of probability giving an example of each

3 a) The procedure of testing hypothesis requires a researcher to adopt several steps. Describe in brief all such steps.

b) Explain the components of time series.

a) Hypothesis testing procedure

b) Components of time series

4 a) What is a Chi-square test? Point out its applications. Under what conditions is this test applicable?

b) Discuss the types of measurement scales with examples.

a) Meaning, applications and conditions

b) Types of measurement scales with examples

5 Business forecasting acquires an important place in every field of the economy. Explain the objectives and theories of Business forecasting.

Meaning of Business forecasting

Objectives of Business forecasting

Theories of Business forecasting

6 a) What is analysis of variance? What are the assumptions of this technique?

b) Three samples below have been obtained from normal populations with equal variances.

Test the hypothesis at 5% level that the population means are equal.

A	B	C
8	7	12
10	5	9
7	10	13
14	9	12
11	9	14

[The table value of F at 5% level of significance for  $v_1 = 2$  and  $v_2 = 12$  is 3.88]

a) Meaning and Assumptions

b) Formulas/Calculation/Solution to the problem

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**MBO041- FINANCIAL AND MANAGEMENT ACCOUNTING**

1 Analyze the following transaction under traditional approach.

18.1.2011 Received a cheque from a customer, Sanjay at 5 p.m. Rs.20,000

19.1.2011 Paid Ramu by cheque Rs.1,50,000

20.1.2011 Paid salary Rs. 30,000

20.1.2011 Paid rent by cheque Rs. 8,000

21.1.2011 Goods withdrawn for personal use Rs. 5,000

25.1.2011 Paid an advance to suppliers of goods Rs. 1,00,000

26.1.2011 Received an advance from customers Rs. 3,00,000

31.1.2011 Paid interest on loan Rs. 5,000

31.1.2011 Paid instalment of loan Rs. 25,000

31.1.2011 Interest allowed by bank Rs. 8,000

Analysis of transaction –with accounts involved-nature of account-affects and debit/credit

2 The trial balance of Nilgiris Co Ltd., as taken on 31st December, 2002 did not tally and the difference was carried to suspense account. The following errors were detected subsequently.

a) Sales book total for November was under cast by Rs. 1200.

b) Purchase of new equipment costing Rs. 9475 has been posted to Purchases a/c.

c) Discount received Rs.1250 and discount allowed Rs. 850 in September 2002 have been posted to wrong sides of discount account.

d) A cheque received from Mr. Longford for Rs. 1500 for goods sold to him on credit earlier, though entered correctly in the cash book has been posted in his account as Rs. 1050.

e) Stocks worth Rs. 255 taken for use by Mr Dayananda, the Managing Director, have been entered in sales day book.

f) While carrying forward, the total in Returns Inwards Book has been taken as Rs. 674 instead of Rs. 647.

g) An amount paid to cashier, Mr. Ramachandra, Rs. 775 as salary for the month of November has been debited to his personal account as Rs. 757.

Pass journal entries and draw up the suspense account.

Journal entries of all the transactions

Suspense account with Conclusion

3 From the given trial balance draft an Adjusted Trial Balance.

Trial Balance as on 31.03.2011

Debit balances	Rs.	Credit balances	Rs.
----------------	-----	-----------------	-----

Furniture & Fittings	10000	Bank Over Draft	16000
Buildings	500000	Capital Account	400000
Sales Returns	1000	Purchase Returns	4000
Bad Debts	2000	Sundry Creditors	30000
Sundry Debtors	25000	Commission	5000
Purchases	90000	Sales	235000
Advertising	20000		
Cash	10000		
Taxes & Insurance	5000		
General Expenses	7000		
Salaries	20000		
TOTAL	690000	TOTAL	690000

Adjustments:

1. Charge depreciation at 10% on Buildings and Furniture and fittings.
  2. Write off further bad debts 1000
  3. Taxes and Insurance prepaid 2000
  4. Outstanding salaries 5000
  5. Commission received in advance 1000
- [Preparation of ledger accounts-6  
Preparation of trial balance-4]

4 Compute trend ratios and comment on the financial performance of Infosys Technologies Ltd. from the following extract of its income statements of five years. (in Rs. Crore)

Particulars	2010-11	2009-10	2008-09	2007-08	2006-07
Revenue	27501	22742	21693	16692	13893
Operating Profit (PBIDT)	8968	7861	7195	5238	4391
PAT from ordinary activities	6835	6218	5988	4659	3856

(Source: Infosys Technologies Ltd. - Annual Report)

[Preparation of trend analysis-4  
Preparation of trend ratios-4  
Conclusion-2]

5 Give the meaning of cash flow analysis and put down the objectives of cash flow analysis. Explain the preparation of cash flow statement.  
Meaning of cash flow analysis  
Objectives of cash flow analysis  
Explanation of preparation of cash flow analysis

6 Write the assumptions of marginal costing. Differentiate between absorption costing and marginal costing.

Assumptions of marginal costing (all 7 points)

Differences of marginal and absorption costing (Includes all 8 points)

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**MB0042- MANAGERIAL ECONOMICS**

1 Inflation is a global Phenomenon which is associated with high price causes decline in the value for money. It exists when the amount of money in the country is in excess of the physical volume of goods and services. Explain the reasons for this monetary phenomenon.

Define Inflation

Causes for Inflation

2 Monopoly is the situation there exists a single control over the market producing a commodity having no substitutes with no possibilities for anyone to enter the industry to compete. In that situation, they will not charge a uniform price for all the customers in the market and also the pricing policy followed in that situation.

Define Monopoly

Features of Monopoly

Kinds of Price Discrimination

3 Define monopolistic competition and explain its characteristics.

[Definition of monopolistic competition

Explanation of its characteristics]

4 When should a firm in perfectly competitive market shut down its operation?

[Define perfect competition

Explanation about the reason for the firm's shut down in perfect competition]

5 Discuss the practical application of Price elasticity and Income elasticity of demand.

Practical application of price elasticity

Practical application of Income elasticity

6 Discuss the scope of managerial economics.

Definition of Managerial Economics

Scope of Managerial Economics

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MB0043 –Human Resource Management

1 What do you mean by Human Resource Management? Describe the functions of Human Resource Management.

[Definition of Human Resource Management-2

Explaining the functions of Human Resource Management-8]

2 Discuss the elements of a Career Planning Programme. Explain some of the benefits of a Career Planning program to an organization

[Elaborate the elements of a Career Planning Programme

Explaining the benefits of a Career Planning Programme]

3 What do you mean by HRIS? Explain the components of HRIS. Describe the different applications of HRIS in Human Resource Management.

[Definition of HRIS-1

Brief about the components of HRIS-3

Explain the different applications of HRIS-6]

4 Discuss the objectives of Discipline. Explain the Action –penalties of Discipline

Objectives of Discipline

Explaining the action-penalties of Discipline

5 Suppose you have joined as an HR and you have been assigned a task to carry out the grievance handling procedure in your organization. What according to you are the causes of Grievance? Describe in detail the Grievance handling procedure

[Causes of Grievance-3

Explain the Grievance handling procedure-7]

6 Write a short note on the following :

a)Index /Trend Analysis

b)Delphi Technique

Meaning and steps involved in Index /Trend Analysis

Meaning and procedure of Delphi Technique

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