21SEPC401   Reg No   :   ....

CHOICE BASED CREDIT SYSTEM SEMESTER SCHEME
BA FOURTH SEMESTER DEGREE EXAMINATION MAY/JUNE 2023
SECRETARIAL PRACTICE

Secretarial Practice Theory - IV: Business Communication and Correspondence

Duration:2 Hours   Max Marks:60

SECTION - A

Answer any FIVE of the following: 5×2= 10

1. What is meant by Microsoft terms?

2. What is meant by Visual Communication?

3. Mention any four principles of communication.

4. Define the term 'Committee'.

5. What is a Business Letter?

6. State any two occasions of drafting a Claim Letter.

SECTION- B

Answer any FOUR of the following :   4×5= 20

7. Reason out the importance of communication.

8. Explain the stages of writing process.

9. Explain the importance and objectives of business communication.

10. What is In-person Communication? Explain.

11. Narrate on any five parts of a Business Letter.

SECTION - C

Answer any TWO of the following :   2×15= 30

12. Briefly explain the barriers to effective communication and the measures to overcome the same.

13. Define conference. Briefly explain the different types of conferences.

14. a) Write an enquiry letter to a dealer of electrical products asking him to supply the electrical products of Bajaj India Ltd. Ask for the detailed catalouge and price list.
    b) Draft the reply.

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CHOICE BASED CREDIT SYSTEM

B.A. FOURTH SEMESTER DEGREE EXAMINATION , MAY/JUNE 2023

OFFICE PRACTICE & MANAGEMENT

Accountancy & Human Resource Management - II

Duration:3 Hours   **Max Marks:120**

I. Answer any FOUR of the following :   (4×5= 20 Marks)

1. Explain the Balance Sheet of a non-trading concern with the items in it.

2. With its merits and demerits explain the diminishing balance method of depreciation.

3. What is meant by one-sided error in accounting? Explain.

4. Define the term employee training. Why does an organisation need it?

5. What is meant by Moonlighting in corporate world? Explain.

II. Answer any FOUR of the following :   (4×10= 40 Marks)

6. From the following particulars prepare Receipts and Payments account of the Bengaluru Club for the year ending 31.03.2013.
   Cah balance on 1.04.2012 Rs.5,000, Subscriptions received Rs.8,000, Library books purchased Rs.6,000. Paid for news paper and journal Rs.5,000. Paid for printing and stationery Rs.1,000, paid for rent Rs.4,000, received Entrance fees Rs.3,000, proceeds for lectures and concerts Rs.4,000, paid for lectures and concerts Rs.2,000, paid for electricity charges Rs.300.

7. A firm acquires lease for Rs.20,000 for 5 years from 1-1-2009. Prepare Lease Account for the first two years calculating interest at 5% per annum, under the Annuity Method.
   Depreciation required annually is Rs.0.230975 to write off Re 1 over a period of 5 years.

8. Rectify the following errors:
   (a) Sales book undercast by Rs.300.
   (b) Purchases book undercast by Rs.400.
   (c) Return Inwards book undercast by Rs. 200.
   (d) Return outwards book undercast by Rs.100.

9. Explain On-the-job training methods.

10. Explain the factors that lead to Right Sizing.

11. Arpitha Nursing Home was newly started on 1.04.2013 The following is the Receipts and Payments Account of the Arpitha Nursing Home at the end of the year.

Receipts and Payments Account for the year ended 31.03.2013

Recipts	Rs.	Payments	Rs.
To Donations	4,00,000	By Salary	1,00,000
" Fees From patients	50,000	" Instruments and equpiment	2,40,000
" Entrance fees	40,000	" Diet Expense	36,000
" Subscriptions	2,00,000	" Govt. Securities	20,00,000
" Endowment Fund	20,00,000	" Office Expenses	70,000
" Interest From Bank	4,000	" Furniture	1,20,000
" Miscellaneous Receipts	6,000	" Purchase of medicine	24,000
		" Closing Balance:	
		Cash	10,000
		Bank	1,00,000
	27,00,000		27,00,000

Adjustments:

1. Office Expenses outstanding Rs.10,000

2. Subsrciptions recieved in advance Rs.20,000

3. Donations are to be capitalized

4. Outsatnding subscription Rs.40,000

5. Stock of medicines as on 31.03.2013 Rs.4,000

6. Depreciate instruments and equipments by 20% and furniture by 10%

Prepare:

i) Income and Expenditure account

ii) Balance sheet as on 31.03.2013

12. On 1-1-2016 a firm purchased a machinery cost 3,50,000. On 1-7-2018 its sold a part of machinery costing Rs.1,00,000 (on 1-1 -2016) for Rs.90,000 and on the same date a new machinery was purchased for Rs.2,10,000. Depreciation was to be charged annually at 10% p.a. on the diminishing balance method. Show machinery account for first 4 years.

13. Define the term Promotion. What is the purpose of promotion? Explain the types of promotion.

14. Explain in detail the four-fold human resource issues in BPO industry.

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CHOICE BASED CREDIT SYSTEM SEMESTER SCHEME

BA FOURTH SEMESTER DEGREE EXAMINATION MAY/JUNE 2023

HISTORY

History of Medieval India (1206 TO 1761)

Duration:2 Hours   **Max Marks:60**

Section-A

Answer any TWO of the following :   **2×5= 10**

1. Who was Minhaj-us-Siraj? State the historical significance of his literary work.

2. Stress the importance of Chemistry in Medieval India.

3. Who were the Paramaras?

Section-B

Answer any TWO of the following :   **2×10= 20**

4. Write a note on the village community in the Mughul period.

5. Write a note on the Mansabdari sytem in the Mughul Polity.

6. Write a short note on the reign of Devapala of Bengal.

Section-C

Answer any TWO of the following (Map compulsory):   **2×15= 30**

7. Illustrate the nature of state of the Delhi Sultanate.

8. Give an account of Shivaji's administration.

9. On the outline map provided:
   (a) Mark the extent of the Vijayanagar Empire under Krishnadevaraya and write a brief explanatory note on it.
   (b) Locate the following places. 1. Vijayanagar 2. Penukonda 3. Mangalore 4. Warrangal 5. Talikota

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21HISC402   **Reg No   :**   ....

Duration:2 Hours   **Max Marks:60**

Section-A

Answer any TWO of the following :   **2×5= 10**

1. What is the Eight fold path of Buddhism?

2. What is Harappan script?

3. How did the maritime trade facilitate the growth and expansion of Indian Culture in South East Asia?

Section-B

Answer any TWO of the following :   **2×10= 20**

4. Write a note on Himalayan Mountain Ranges.

5. Write a note on the vedic literature.

6. Write a note on Mathura school of Art.

Section-C

Answer any TWO of the following :   **2×15= 30**

7. Enlist the general characteristics of culture with special reference to Indian Culture.

8. Examine the origin and growth of languages and literature in Ancient India.

9. Evaluate the concept of Performing Art with reference to Indian classical Music.

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21PSYC401   Reg No   :   ....

CHOICE BASED CREDIT SYSTEM SEMESTER SCHEME
BA/B.Sc. FOURTH SEMESTER DEGREE EXAMINATION MAY/JUNE 2023
PSYCHOLOGY
Psychology Theory - IV: Developmental Psychology

Duration:2 Hours   Max Marks:60

Answer any THREE of the following :   (3×2= 06)

1. Mention the Physical changes during Puberty.

2. Mention the symptoms of gaming disorder.

3. Mention the Subdivisions of Adulthood.

4. What are the Sensory changes that takes place during middle age?

5. What do you mean by Grief?

Answer any FOUR of the following in not more than a page each :   (4×6= 24)

6. Briefly explain Erikson's Psychosocial theory of development.

7. Briefly explain the process of Socialization.

8. Explain how Damon links Finding a Path to Purpose to Identity development.

9. Explain Midlife crises.

10. Explain Empty Nest.

11. Briefly describe Damaged Theory of Aging.

Answer any THREE of the following in not more than two page each :   (3×10= 30)

12. Explain egocentrism and perspective of an adolescence.

13. Describe changes in temperament and summarize Adult Attachment Styles.

14. Enumerate the styles of Grand parenting.

15. Discuss the Vocational and Family Adjustment during Late Adulthood.

16. Discuss the different types of Elderly Abuse.

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21PSCC401   Reg No   :   ....

CHOICE BASED CREDIT SYSTEM SEMESTER SCHEME
BA FOURTH SEMESTER DEGREE EXAMINATION MAY/JUNE 2023
POLITICAL SCIENCE
Ancient Indian Political Ideas and Institutions

Duration:2 Hours   **Max Marks:60**

SECTION - A

Answer any THREE of the following :   **3×5= 15**

1. Write a note on William Jones.

2. Mention the sources of Ancient Political Thought.

3. Explain the structure of Kingship.

4. Mention the problems faced by Shudras in ancient political system.

5. Compare the values presented in The Ramayana with the values you consider most important in a marriage.

SECTION - B

Answer any THREE of the following :   **3×15= 45**

6. Critically evaluate the role of Dr Radhakrishnan on Caste system.

7. Critically evaluate the role of Orientalists, Nationalists, and Marxist

8. Explain the concept of Dharma ,Rajadharma and Dandanithi in Ancient Political System.

9. Examine the System of Institutions in Ancient political system.

10. Elaborate the war and peace perspective in Mahabharath.

11. Critically evaluate the role of Gandhi on varna system.

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21PSCC402   Reg No   :   ....

CHOICE BASED CREDIT SYSTEM SEMESTER SCHEME
BA FOURTH SEMESTER DEGREE EXAMINATION MAY/JUNE 2023
POLITICAL SCIENCE
Modern Political Analysis

Duration:2 Hours   **Max Marks:60**

SECTION - A

Answer any THREE of the following :   3×5= 15

1. Explain the history of Modern Political Analysis.

2. What is the meaning of political analysis?

3. Write a note on General System Theory.

4. What is Influence?Explain its difference with Power.

5. Write a note on Bentley and Truman and their views.

SECTION - B

Answer any THREE of the following :   3×15= 45

6. Critically Evaluate the Approaches of Political Analysis.

7. Critically evaluate the Game theory in Political analysis.

8. What are the features Input -Output Model of David Easton.

9. Explain the difference of Power & Legitimacy , Power & Influence.

10. Group Theory may also negatively impact on the Indian Administrative System Analyse it.

11. Explain the Role of Decision Making in Political Analysis according Richard Snyder.

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CHOICE BASED CREDIT SYSTEM SEMESTER SCHEME
BA FOURTH SEMESTER DEGREE EXAMINATION MAY/JUNE 2023
ECONOMICS
Macro Economics

Duration:2 Hours   **Max Marks:60**

Section - A

I. Answer any TWO of the following :   **2×5= 10**

1. Write a short note on Keynes two sector economy.

2. Define Economic Development.

3. What are the determinants of Rate of interest?

4. Write a note on Money supply and it's Determinants.

Section - B

II. Answer any TWO of the following :   **2×10=20**

5. Briefly explain Pigou's wage price flexibility.

6. Briefly explain permanent income hypothesis of Milton Friedman.

7. Briefly explain Money Multiplier with illustration.

8. Briefly explain Cash Transaction Approach.

Section - C

III. Answer any TWO of the following :   **2×15= 30**

9. Explain the classical theory of Employment.

10. Explain Consumption Function and its determinants.

11. Explain Liquidity Preference Approach of Keynes.

12. Explain Philips Curve.

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CHOICE BASED CREDIT SYSTEM
B.A. FOURTH SEMESTER DEGREE EXAMINATION MAY/JUNE 2023
ECONOMICS
Economics IV

Duration:3 Hours   **Max Marks:120**

I. Answer any FOUR of the following :   (4×5= 20 Marks)

1. Write a note on International trade.

2. Write a note on determination of exchange rate equilibrium.

3. Write a note on WTO.

4. Write a note on the sources of Non-Tax Revenue.

5. Write a note on maximum social benefit.

II. Answer any FOUR of the following :   (4×10= 40 Marks)

6. Explain Absolute Cost Advantage theory.

7. Examine the causes of disequilibrium in Balance of Payments.

8. Explain TRIMS.

9. Explain the components of Fiscal Policy.

10. Briefly explain Hekscher - Ohlin theory of International trade.

III. Answer any THREE of the following :   (3×20= 60 Marks)

11. Critically explain the Comparative Cost Theory of International Trade.

12. Define Public finance. Explain the various sources of public expenditure.

13. Define Fiscal policy. Explain the components of Fiscal policy.

14. Define Protection. Explain the arguments for and against Protection.

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CHOICE BASED CREDIT SYSTEM SEMESTER SCHEME

BA FOURTH SEMESTER DEGREE EXAMINATION MAY/JUNE 2023

ECONOMICS

Statistics for Economics

Duration:2 Hours   **Max Marks:60**

Section - A

I. Answer any TWO of the following :   **2×5= 10**

1. Distinguish between continuous and discrete frequency distribution.

2. Write a note on median and mode.

3. Write a note on time series analysis.

4. Write a note on types of correlation.

Section - B

II. Answer any TWO of the following :   **2×10=20**

5. Explain the meaning and functions of statistics and its uses in Economics.

6. Explain the rules to be followed while constructing the good questionnaire.

7. Explain the measures of central tendency

8. Calculate the correlation between two series by using Karl Pearson's coefficient of correlation.

X	15	18	20	28	34
Y	40	42	46	50	52

Section - C

III. Answer any TWO of the following :   **2×15= 30**

9. Calculate Mean deviation, quartile deviation and standard deviation with their coefficient for the following data.

10, 15, 12, 20, 18, 27

10. Use percentage bar diagram to represent the following data.

Subject	Student A	Student B
Language	72	82
English	85	92
Economics	88	90
Business Studies	90	87
Accountancy	94	98
Statistics	97	95

11. Compute regression for the following data.

Price	40	50	38	60	65	50	35
Demand	38	60	55	70	60	48	30

12. Explain the meaning and importance of regression.

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1) If the investigation is based on the population as a whole , it is called as

   1. Census enumeration
   2. Sample survey
   3. Sampling
   4. None of these

2) If the investigation is based on a part of the population , it is called as

   1. Census enumeration
   2. Sample survey
   3. Sampling
   4. None of these

3) The process of extracting a sample from the population

   1. Census enumeration
   2. Sample
   3. Sampling
   4. None of these

4) The square root of the variance of the distribution is the

   1. Standard deviation
   2. Mean
   3. Median
   4. Mode

5) The A.M of 10,12,14 is
   1. 10
   2. 12
   3. 540
   4. 14

6) In a set of data the maximum value is 100 and the minimum is -20, then the Range of the data is
    1. 100
    2. 20
    3. 120
    4. 80

7) The algebraic sum of the deviations of a set of n values from their A.M is

    1. 1
    2. 0
    3. n
    4. None of these

8) 10 is the mean of a set of 7 observations and 5 is the mean of a set of 3 observations then the mean of a combined set is given by

    1. 10.5
    2. 15
    3. 8.5
    4. 7.5

9) An average which is very much affected by abnormal extreme values is

    1. Median
    2. Mode
    3. Mean
    4. Quartiles

10) The strength of 7 colleges in a city are 385,1385, 2385, 4385, 4305, 5385 and 5305 , then the median strength is-------------

    1. 4385
    2. 5305
    3. 2385
    4. 4305

11) An empherical relationship between the measures of central tendency is

    1. $Z = 3M - 2xbar$
    2. $Z = 2xbar - 3M$
    3. $Z = 2M - 3xbar$
    4. None of these

12) For a distribution Mean= Median= 12 , then mode of the distribution is

   1. 0
   2. 1
   3. 12
   4. None of these

13) Median =--------------- quartile

   1. First
   2. Second
   3. Third
   4. None of these

14) A distribution with 2 modes is called as ---------------.

   1. Unimodal
   2. Bimodal
   3. Cannot say
   4. None of these

15) In a series the Coefficient of variation is 20 and the Mean is 40 , the Standard Deviation shall be

   1. 800
   2. 80
   3. 8
   4. 200

16) If Q1=30 and Q3=50 , the Quartile Deviation shall be

   1. 10
   2. 20
   3. -10
   4. -20

17) The values which divides the distribution into some equal parts are called as

   1. Partition values
   2. Mean
   3. Mode
   4. None of these

18) Coefficient of Range is calculated by the formula
1. H-L
2. (H-L)/(H+L)
3. (H+L)/(H-L)
4. None of these

19) The midpoints of the class Intervals 0-10,10-20,20-30 are
1. 5,15,25
2. 10,20,30
3. 0,10,20
4. None of these

20) Which of the following values could not represent a correlation coefficient?
1. r=-0.22
2. r=3.59
3. r=1
4. r=0

21) The coefficient of correlation is computed to be -0.95 means that
1. The relationship between the two variables is weak
2. The relationship between the two variables is strong and positive
3. The relationship between the two variables is strong but negative
4. The correlation coefficient cannot have this value

22) Which of the following techniques is used to predict the value of one variable on the basis of other variables?
1. Correlation
2. Regression
3. Covariance
4. None of these

23) As the temperature increases the demand for the cold drinks increases , then the correlation between the temperature and the demand for the cold drinks is
1. Positive
2. Negative
3. No correlation
4. None of these

24) The correlation between intelligence of Indians and the amount of rice production in China is
1. Positive
2. Negative
3. Zero
4. None of these

25)The relationship between the regression coefficients and correlation coefficient is
1. Correlation coefficient is a A.M of Regression coefficients
2. Regression coefficients is a G.M of Correlation coefficients
3. Correlation coefficient is a G.M of Regression coefficients
4. None of these

26) There are how many regression coefficients?
1. 3
2. 1
3. 2
4. None of these

27) The mean and S.D of SNV is
1. 1 and 0
2. 0 and 1
3. -1 and 1
4. None of these

28) What type of error are likely to occur in any survey?
1. SRSWR and SRSWOR
2. Sampling and Non sampling
3. Simple and Stratified
4. Cluster and Systematic

29) Whether the test is one tailed or two tailed depends on
1. Null hypothesis
2. Alternative hypothesis

30) The term dirty data implies
1. Contaminated data
2. Inaccurate data
3. Data with outliers
4. All of these

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