



Bachelor of Business Administration (BBA)
Pt -I, Semester -I, (NEP) Examination 2025-26
General English

Duration of Examination: 3 Hours

Max. Marks: 70

परीक्षा की अवधि: 3 घण्टा

पूर्णांक: 70

Instructions to the Candidates:

परीक्षार्थी के लिए निर्देश:-

Note:- The question paper is divided into 02 Parts: Part - A & Part-B.

Part-A

Will consist of 10 compulsory questions. Answer to each question shall be limited up to 50 words. Each question will carry 02 marks. Total 20 Marks.

(Marks-10×2=20)

Part-B

Will consist of 10 questions. Student will have to answer 05 questions, selecting At least one questions from each unit. The answer to each question shall be limited to 400 words. Each question carries 10 marks. Total 50 Marks.

(Marks-5×10=50)

Part -A (Compulsory)

1. Fill in the blanks with suitable determiners:
 - (a) _____ employee must follow company rules.
 - (b) There are _____ books on the table.
2. Fill in the blanks with appropriate modal auxiliaries:
 - (a) You _____ submit the report on time. (necessity)
 - (b) He _____ be is the office now. (possibility)
3. Fill in the blanks with suitable phrasal verbs:
 - (a) Please _____ the form carefully. (fill)
 - (b) The meeting was _____ due to technical issues. (put)
4. Fill in the blanks using the correct form of the verb:
 - (a) She _____ (complete) the assignment yesterday.
 - (b) They _____ (work) on this project since Monday.
5. Change into Passive Voice:
The company launched a new product.
6. Change into indirect speech: He said, "I will attend the meeting tomorrow".
7. Fill in the blanks with correct articles:
 - (a) I want _____ apple which I gave you.
 - (b) _____ higher you go, _____ cooler it is.
8. How does the character of Muhammad Din reflect innocence of the harsh realities of poverty?
9. What irony is conveyed through the title 'The Gentleman of the Jungle'?
10. Mention any two roles played by Indian women during the Salt Satyagraha.

Part B (Compulsory)

Unit I

11. Write a paragraph of about 150-200 words on any one of the following topics:
 - (a) Importance of Time Management in Business Life
 - (b) Role of Communication Skills in a Manager's Success
 - (c) Import of Technology on Modern Education



12. Write a formal application to the Human Resource Manager of a company applying for the post of a Management Trainee, mentioning your qualifications and skills.
13. Do as directed:
- a) Fill in the blanks with suitable determiners:
- _____ guests are still waiting for their turn. (any/some/few)
 - I want _____ more wine. (any/few/a few/a little)
 - _____ of the boys was given a chance to speak. (some/many/each)
- b) Fill in the blanks with suitable modals:
- She _____ speak clear English. (ability)
 - I _____ rather go and play than to sit idle and watch TV. (preference)
 - You _____ not mix drink and drive. (prohibition)
- c) Fill in the blanks with appropriate phrasal verbs:
- Her face _____ her mother. (take)
 - Don't _____ this time, Mukesh. (give)
 - You should _____ the matter seriously and find out the truth. (look)
 - Cholera has _____ in the locality. (break)

Unit II

14. Write a letter to a supplier complaining about the delay in delivery of goods.
15. Do as directed:
- (a) Fill in the blanks with correct forms of the verbs:
- He usually _____ (reach) office at 9:00 am.
 - We _____ (wait) for you for the last one hour.
 - When I reached the station, the train _____ already _____ (leave).
 - The company _____ (launch) a new product next Monday.
- (b) Change into passive voice:
- She is preparing the annual report. ✓
 - Do you need this laptop?
 - He has written a detailed report.
- (c) Change into indirect speech:
- She said, "We have finished our task."
 - He said to me, "Where are you going?"
 - I said to him, "You are not working on this project."
16. Write an application to the General Manager of a company requesting permission for a three-days leave due to personal reasons.
17. Read the following passage and answer the questions that follow:
- Success in business does not come overnight. It requires hard work, patience and effective communication. A successful manager must be able to plan wisely, motivate employees and adapt to changing situations. Decision-making skills and ethical behaviour play a crucial role in building trust within an organisation. In today's competitive world, continuous learning is the key to long-term success.
- What qualities are necessary for success in business?
 - Why is communication important for a manager?
 - What role does ethical behaviour play in an organization?
 - Find a word from the passage which means - 'encourage'.
 - Suggest a suitable title for the passage.

Unit III

18. Discuss how 'The Inspector of Schools' highlights the systematic challenges in rural education.
19. How does Kamladevi illustrate the intersection of gender, nationalism and civil resistance in the Salt Satyagraha.
20. Analyse the theme of loyalty and cultural conflict in 'The Shoes of My Sensei'.

Total No. of Pages: 02

[Total No. of Questions: 20]

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Bachelor of Business Administration (BBA)
(Part - I) (Semester - I) NEP Examination - 2025-26
Paper - BBA - 101
Principles of Business Management

Duration of Examination: 3 Hours

परीक्षा की अवधि: 3 घण्टा

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Max. Marks: 70

पूर्णांक: 70

Instructions to the Candidates:

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Part - A

1. What do you mean by management?
2. Mention any two managerial skills.
3. What is planning?
4. Mention any two features of organizing.
5. Explain the concept of coordination.
6. What do you mean by centralisation?
7. State any two principles of directing.
8. Define motivation.
9. State any two elements of staffing function.
10. What is controlling?



Part - B

Unit-I

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11. Explain the nature and scope of management.
12. Explain the objectives and importance of planning.
13. Describe the levels of management and their functions.

Unit-II

14. Explain the concept of delegation of authority.
15. Discuss the principles of organization.
16. What are the steps to be taken to make decentralisation effective?
17. "Coordination is the essence of management". Discuss.

Unit-III

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18. Explain Maslow's Need Hierarchy Theory.
19. Explain directing and its importance.
20. "Planning is looking ahead and controlling is looking behind". Discuss.



Bachelor of Business Administration (BBA)
(Part - I) (Semester - I) NEP Examination - 2025-26
Paper - 102
Financial Accounting

Duration of Examination: 3 Hours

Max. Marks: 70

परीक्षा की अवधि: 3 घण्टा

पूर्णांक: 70

Instructions to the Candidates:

परीक्षार्थी के लिए निर्देश:-

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Part - A

1. What is the meaning of Accounting?
2. What is the rule in personal account for making the journal entry?
3. What is the purpose for preparing the trial balance?
4. What do you mean by books of final entry?
5. What do you know about the adjustment of interest on capital?
6. What is the meaning of accounting equation?
7. How the treatment of carriage outward is done in Final Account?
8. How WDV is different from SLM for providing the depreciation?
9. Why there is need for accounting standard in India? Mention any one.
10. What is sectional balancing?

Part - B**Unit-I**

11. Journalise the following transactions and post then in ledger:

2025

Dec 1 Started business with Rs. 10000, Paid into bank Rs. 5000.

Dec 3 Bought furniture Rs. 900

Dec 4 Purchased goods from Mohan & Co. for Rs. 4000 for cash.

Dec 5 Sold goods for Rs. 1700

Dec 7 Paid telephone rent for the year Rs. 400

Dec 8 Purchased goods for Rs. 1000 from Bir and Co.



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- Dec 10 Paid Rs. 100 for advertisement by cheque.
- Dec 12 Sold goods to Bedi and Co. for Rs. 2900
- Dec 14 Withdrawn Rs. 350 from the bank for private use
- Dec 25 Received Cash from Bedi and Co. Rs. 2850 in his full settlement.
- Dec 28 Issued cheque for Rs. 300 in favour of landlord for rent.
- Dec 31 Issued cheque for Rs. 950 in favour of Bir and Co. in full settlement of their account.
12. What do you mean by Capital and Revenue? Explain the classification of Income, expenditure and receipts.
13. What is the need of Accounting? Explain any six accounting concepts in detail.

Unit-II

14. What are the objectives of accounting? How accounting is different from Book keeping? Discuss.
15. What do you understand by non-trading concerns? What organisations prepare it? What are points of distinction between receipts and payments and income and expenditure accounts?
16. Second hand machinery was purchased on 1st January 2023 for Rs. 55,000 and Rs. 5000 were spending on its repairs and installation. On 1st July 2024 another machinery (new) was purchased at a cost of Rs. 40,000. On 1st October 2025, the machinery purchased on 1st January 2023 was sold for Rs. 38,000 and in its place, new machinery was replaced at a cost of Rs. 60,000.
- The firm closes its books on 31st December every year, Depreciation @ 10% is charged annually on straight line method. From 1st January 2023, the firm changes the method of Diminishing Balance method and the rate of depreciation is raised to 15% per annum, difference adjusted on 31st December 2025. Show the machinery account for three years with working in detail.
17. From the following Trial Balance of Roshi limited, prepare Profit and Loss Account for the year ended on 31 March 2025 and Balance Sheet as on that date after giving effect to the under mentioned adjustments.

Trial Balance as at March 31st 2025		
Name of Accounts	Amount in Rupees	
	Debit	Credit
Capital		15,000
Drawings	3,250	
Stock (1-4-2024)	17,445	
Return Inwards	554	
Carriage Inwards	1,240	
Deposit with A.G	1,350	



Return Outwards		840
Carriage Outwards	725	
Loan to Mr. D @ 5% given on 1-4-2024	1,000	
Interest on above		25
Rent	820	
Rent Outstanding		130
Purchases	12,970	
Debtors	4,000	
Goodwill	1,730	
Creditors		3000
Advertisement Expenditure	954	
Provision for Doubtful Debts		1,200
Bad Debts	400	
Patents and Patterns	500	
Cash	62	
Sales		27,914
Discount Allowed	330	
Wages	754	
Total	48,109	48,109

Adjustments

- i. The Manager is entitled to commission of 10% of the net profits after charging such commission.
- ii. Increase Bad Debts by Rs. 600, provision for doubtful debts 10% and provision for discount on debtors 5%.
- iii. Stock valued at Rs. 1,500 destroyed by fire on 25-12-2024 but the Insurance Company admitted a claim for Rs. 950 only and paid it in December, 2025.
- iv. Rupees 200 out of advertisement expenses are to be carried forward.



Unit-III

- 18. What do you mean by IFRS? Why it is needed? How it is different from Ind-AS?
- 19. How the treatment of Provision for doubtful debts and Provision for discount on debtor is done in the Final Account? You are required to explain with the help of an example.
- 20. Write short notes on any two of the followings:
 - a) Accounting Transactions
 - b) Method for correction of frauds
 - c) Provision and Reserve.



Bachelor of Business Administration
BBA PT-I, SEMESTER I (NEP)
EXAMINATION 2025-26
PAPER-BBA-103
Business Regulatory Framework

Duration of Examination: 3 Hours

परीक्षा की अवधि: 3 घण्टा

Max. Marks: 70

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Part-A

1. What is an agreement?
2. What is an express offer?
3. What is misinterpretation?
4. What is Actual performance of contract?
5. What is continuing guarantee?
6. What is pledge?
7. What is warranty in a contract of sale of goods?
8. What is the difference between a cheque and a bill of exchange?
9. Who is a consumer under the Consumer Protection Act, 1986?
10. What are the main objectives of FEMA 2000?



Part B

Unit-I

11. "All contracts are agreements but all agreements are not contracts". Comment with suitable arguments.
12. Explain the term quasi-contracts and state their characteristics. Illustrate your answer by giving examples.
13. Define and distinguish between coercion and undue influence. What is their effect on the validity of a contract?

Unit-II

14. Under what circumstances the object of consideration of a contract deemed to be unlawful? Explain with examples.
15. What are the penalties for non-compliance with FEMA 2000?
16. What is the procedure for filing a complaint under the Consumer Protection Act, 1986? Can a complaint be filled on behalf of a consumer?
17. What is the effect of material alterations on a negotiable instrument? Can a negotiable instrument be transferred orally?

Unit-III

18. What is a contract of indemnity? Discuss the rights of an indemnity holder and an indemnifier.
19. "Damages for breach of contract are granted by way of compensation and not by way of punishment." Comment.
20. What is meant by Quasi-contract? Explain the type of quasi-contract which have been described in the Contract Act, 1872.