

SHIVAJI UNIVERSITY, KOLHAPUR
CENTRE FOR DISTANCE AND ONLINE EDUCATION
MBA Distance Mode Course 2025-2026 (March 2026)

General Instructions for Submission of Assignments

1. Only students registered for the semester end exams can submit assignments.
2. Write each subject's assignment **by hand** on separate sheets.
3. Use any A4 size paper for writing the assignment.
4. Use only **blue ink** for writing.
5. Include examples, graphs, charts, or diagrams where needed.
6. Assignments must be original, clear, and well-presented. If two or more are too similar, marks may be reduced.
7. Cite sources for data, facts, sketches, and provide references at the end.
8. Prepare a **separate set** for each subject (total **8 sets**).
9. Attach a **cover page** (as per the given format) on top of each set.
10. Compile **one file per semester** (8 sets per file). If submitting for multiple semesters, make separate files.
11. Submit assignments to the **study centre coordinator** before the due date. Late submissions will **not** be accepted. If unable to submit in person, send via a trusted person or courier at your own risk.
12. To pass:
 - **Internal assignments:** Min **8/20** marks required.
 - **University exams:** Min **32/80** marks required.
 - **Overall:** At least **40% in each subject** and **50% aggregate** across 32 subjects in four semesters.
13. Ensure timely submission to avoid penalties.

Figure No.1 Contact details of the Study Centres

| Study Centre | Coordinator/Administrative Staff |
|---|--|
| Center for Distance and Online Education, Shivaji University, Vidyanagar Post Office, Kolhapur 416 004. | Smt. S. U. Mogale 8459127168 Shri. Dhanaji Karwade 9545902020 |
| Vivekanand College, 2130, 'E' Tarabai Park, Kolhapur 416 003 | Shri. Sunny Kale 8149689235 Shri. Sandeep Pawar 9890121666 |
| Sadguru Gadage Maharaj, Karad Masur Rd, Ashtavinayak Colony, Vidyanagar, Karad, Maharashtra 415 110 | Mr. G.S. Bansode 8421605322 Shri. Yogesh Patil 9284688144 |
| Arts, Commerce & Science College, Palus Tal-Palus Dist-Sangli | Shri. P.S. Nikam 8208967960 |
| Sadashivrao Mandlik Mahavidyalaya, Murgud, Tal-Kagal Dist – Kolhapur | Dr. Dhanaji Khatkar 9011467995 |
| Shri Vanktesh Mahavidyalaya, Ichalkaranji, Tal-Hatkangale, Dist - Kolhapur | Dr. Mahesh Kesarkar 9421371182 |
| Gopal Krishna Gokhale College, Kolhapur | Shri. Nilesh Susware 7798447199 |

Last date of Submission of Assignments –

Submit the assignment at your study centre on or before **15 March 2026**

Sd/-

Assistant Professor (MBA Distance Mode)
Centre for Distance and Education
Shivaji University, Kolhapur

Shivaji University, Kolhapur
Centre for Distance and Online Education
MBA Distance Mode Course 20 -20
Cover Page

The Cover Page (First Page) for each Assignment paper should include following information.

1. Name of the Study Centre: _____

Exam
Seat No.

2. Name of the Candidate: _____

3. Address: _____

_____ Pin Code: _____

4. Mobile No/Contact No: _____

5. Course: MBA-I/II (Semester-)

6. Paper No. & Name of Subject: _____

7. Subject Code: _____

8. Exam Seat No. _____

9. PRN No. _____

10. Date of Submission of Assignment: _____

11. Signature of Student: _____

(Only for Official Use)

Marks obtained out of 20: _____

Name & Signature of Evaluator of Assignment: _____

SHIVAJI UNIVERSITY, KOLHAPUR
CENTRE FOR DISTANCE AND ONLINE EDUCATION
MBA Distance Mode

Assignment Questions – MBA Part-I/ Semester – I

General Instruction's for all subjects.

1. All questions carry 10 marks each.
2. Attempt any two questions for each paper.
3. Maximum total marks 20 for each paper.

Paper No. I
Principles of Management

1. Read the case carefully and analyse it.

Ravi is the manager of **Bright Packaging Ltd.**, a small manufacturing unit with 40 employees. Recently, the company started receiving more orders from customers. However, Ravi noticed that work was not being completed on time. Employees were unclear about their duties and often waited for instructions. There was no proper planning of daily work, and raw materials were sometimes not available when required. Communication between the production and stores departments was weak. As a result, delays increased and customer complaints started rising.

Ravi realized that he needed to improve basic management practices. He began by planning daily production targets, clearly defining employee roles, and coordinating better with the stores department. He also conducted short meetings to motivate employees and review work progress. Gradually, work efficiency improved and delivery schedules became more reliable.

Which management functions should Ravi focus on to improve performance, and how can effective planning, organizing, and coordination help the company achieve its goals?

2. What is MBO? Explain the importance and process of MBO.
3. Define the concept of Directing. Explain the Principle of Direction.

Paper No. II
Management Accounting

1. What is Accounting? Explain in detail Concept and Conventions of Accounting.
2. What is Management Accounting? Explain its Scope and Limitations.
3. What are the Uses and Limitations of Financial Statements?

Paper No. III
Business Statistics

1. What is mean by Statistics.
2. Explain in brief Mean ,Median , mode.
3. Represent the following data using Joint Bar Chart

| Subject | Boys | Girls |
|---------|------|-------|
| English | 44 | 48 |
| Math's | 42 | 49 |
| Science | 49 | 51 |

Paper No. IV
Managerial Economics

1. Explain the nature and scope of managerial economics and discuss its importance in making business decisions.
2. What is the law of demand, and what are the different types of demand? Discuss the various factors that affect demand.
3. Outline the main features of an oligopoly market and explain the concept of the kinked demand curve in determining prices.

Paper No. V
Information Technology for Management

1. Read the case carefully and analyse it.

Neha, a working professional, frequently uses online shopping platforms for convenience and variety. During a festive sale, she ordered a branded smartphone and paid in advance. The delivery was delayed beyond the promised date, and customer support responses were automated and unhelpful. When the product finally arrived, it was a different model than the one ordered. Neha immediately applied for a return, but the return request was rejected due to unclear return policies mentioned in small print.

Further, the refund process took several weeks, causing financial inconvenience. Neha also noticed excessive promotional messages and suspected misuse of her personal data after the purchase. Reading online reviews later, she realized many customers faced similar problems such as fake discounts, misleading product descriptions, and lack of accountability of sellers on the platform. Though online shopping offers ease and choice, such issues reduced her trust in e-commerce platforms.

What major issues of online shopping are highlighted in this case, and how can e-commerce platforms improve customer protection and service quality?

2. What is Computer Network? Explain the types of Network.
3. Define E-commerce and explain types of E-commerce in detail with examples.

Paper No. VI

Business Communication

1. Read the case carefully and analyse it.

ABC Manufacturing Ltd. is a medium-sized company with departments such as production, purchase, and sales. Recently, the management decided to introduce a new attendance policy to reduce absenteeism. The HR department prepared a detailed memo explaining the new rules and penalties. However, the memo was written using complex language and technical terms. It was circulated only through email without confirmation of receipt.

Many shop-floor employees did not regularly check emails and remained unaware of the policy changes. As a result, several employees violated the new attendance rules unknowingly. When salary deductions were made, employees became upset and raised complaints with the union. The union accused management of poor communication and lack of transparency. Similarly, an official letter sent to a key supplier regarding change in

delivery schedule was vague and lacked clarity. The supplier misunderstood the instructions, leading to delayed deliveries and production disruption.

Management realized that ineffective written communication through memos and letters had created confusion, conflict, and operational problems.

How can effective drafting of memos and business letters improve clarity, understanding, and smooth communication within the organization and with external parties?

2. Explain the types of reports.
3. Explain the non-verbal expressions in brief.

Paper No. VII

Organisational Behaviour

1. Read the case carefully and analyse it.

Innovate Solutions Pvt. Ltd. is an IT services company that recently formed a cross-functional team to develop a new client application. The team included members from software development, testing, marketing, and customer support. Although all team members were technically competent, the team failed to perform effectively. Roles and responsibilities were not clearly defined, leading to confusion and duplication of work. Some members dominated discussions, while others remained silent and disengaged.

Poor communication and lack of trust created misunderstandings within the team. Conflicts arose due to different work styles and deadlines. Team members focused more on individual tasks rather than shared goals. The team leader failed to encourage participation and did not address conflicts on time. As a result, project deadlines were missed and client dissatisfaction increased. Management observed low morale and weak cooperation among team members.

How can principles of teamwork and effective team leadership be applied to improve coordination, communication, and performance of the team?

2. Explain in detail Concept and Components of Attitude.
3. What is the Concept of Organisational Culture? Explain its Emerging Issues.

Paper No. VIII

Business Law

1. Explain the Essential Elements of Valid Contract?
2. Explain Salient Provisions and rights of Consumers under Consumer Protection Act 2019?
3. Explain the Objectives and Scope of Right to Information Act, 2005.