

**शिवाजी विद्यापीठ, कोल्हापूर**  
**दूरशिक्षण व ऑनलाईन शिक्षण केंद्र**  
**एम. कॉम. भाग १ सत्र २ (रिपीटर) स्वाध्याय प्रश्न**  
**ऑक्टोबर/नोव्हेंबर २०२५**

आपण दूरशिक्षण व ऑनलाईन केंद्रामध्ये प्रवेश घेतल्याबद्दल आपले स्वागत!

शैक्षणिक वर्ष २०२३ — २४ मध्ये राष्ट्रीय शैक्षणिक धोरण २०२० नुसार एम. कॉम. भाग १ चा अभ्यासक्रम सुधारित करण्यात आला आहे. एम. कॉम. भाग १ सत्र १ साठी प्रत्येक विषयासाठी ८० लेखी परीक्षा + २० स्वाध्याय गुण अशी परीक्षापद्धती लागू आहे. त्यानुसार शैक्षणिक वर्ष २०२५— २६ मध्ये एम. कॉम. भाग १ सत्र २ (रिपीटर) विद्यार्थ्यांकरिता स्वाध्याय प्रश्न सोबत देत आहोत. सदरचे स्वाध्याय प्रश्न खाली दिलेल्या नियमावलीप्रमाणे पूर्ण करून आपल्या अभ्यासकेंद्राकडे जमा करणे आवश्यक आहे. दूरशिक्षण व ऑनलाईन शिक्षण केंद्राच्या मुख्य कार्यालयामध्ये स्वाध्याय स्विकारले जाणार नाहीत.

**नियम :**

१. सत्र २ (रिपीटर) परीक्षेमध्ये प्रत्येक विषयाची लेखी परीक्षा ८० गुण व स्वाध्याय २० गुण अशी एकूण १०० गुणांची आहे.
२. सत्र २ (रिपीटर) साठी प्रवेशित विद्यार्थ्यांनी तुम्ही निवडलेल्या प्रत्येक पेपरसाठी एक असे एकूण सहा स्वाध्याय पूर्ण करावयाचे आहेत. स्वाध्याय लिहिण्याकरिता आखीव कागद / A4 size paper वापरावा.
३. स्वाध्याय उत्तरपत्रिकेच्या मुख्यपृष्ठावर आपण प्रवेश घेतलेल्या अभ्यासक्रमाचे नाव, वर्ष, तुमचा परीक्षेचा बैठक क्रमांक, नोंदणीप्रमाणे नाव, पत्ता (कायमस्वरूपी), विषय, PRN व मोबाईल नंबर (कायमस्वरूपी) लिहिणे आवश्यक आहे. (मुख्यपृष्ठ / Cover Page यासोबत दिलेले आहे ते Download करून वापरावे.)
४. लिहून पूर्ण केलेले सर्व चार पेपर्सच्या स्वाध्यायावर आपला परीक्षा बैठक क्रमांक (Exam seat No.) लिहूनच प्रवेशासाठी निवडलेल्या अभ्यासकेंद्रावर स्वतः पोच करावे किंवा पोस्टाद्वारे/कुरिअरद्वारे पाठवावेत. (बैठक क्रमांक/हॉलतिकिट विद्यापीठाच्या [http://www.unishivaji.ac.in/online\\_portal/](http://www.unishivaji.ac.in/online_portal/) या संकेतस्थळावर उपलब्ध होतील.) स्वाध्याय जमा करताना हॉलतिकिटची झेरोक्स प्रत जोडावी.
५. विद्यार्थ्यांनी आपल्या स्वाध्याय उत्तरपत्रिका हॉलतिकिट प्राप्त झालेनंतर तातडीने आपल्या अभ्यासकेंद्रावर जमा कराव्यात.
६. एकदा स्वाध्याय जमा केल्यानंतर व त्यांचे मुल्यांकन झाल्यानंतर तेच स्वाध्याय परत जमा करता येणार नाहीत. स्वाध्याय गुणांचे पुर्न:मुल्यांकन व फेरतपासणी केली जाणार नाहीत.
७. जे विद्यार्थी स्वाध्याय दिलेल्या वेळेत जमा करतील त्यांना स्वाध्यायाचे गुण दिले जातील. जे विद्यार्थी स्वाध्याय जमा करणार नाहीत अशा विद्यार्थ्यांना स्वाध्यायाचे गुण दिले जाणार नाहीत व ते सदरच्या २० गुणांना (Marks) मुक्तील. याबाबत दूरशिक्षण व ऑनलाईन शिक्षण केंद्र जबाबदार राहणार नाही.

८. विद्यार्थ्यांने जर स्वाध्याय जमा केले असतील व तो त्या संबंधित विषयाच्या स्वाध्यायामध्ये अनुत्तीर्ण झाला असेल तर त्याला फ्रेश स्वाध्याय जमा करावे लागतील.
९. नवीन शैक्षणिक धोरणान्वये एम.कॉम. भाग — १ चा अभ्यासक्रम शैक्षणिक वर्ष २०२३—२०२४ पासून सुधारित करण्यात आलेला आहे. त्यामुळे स्वयं अध्ययन साहित्याचे अध्ययन करताना विद्यार्थ्यांनी आपल्या विषयाच्या सुधारित अभ्यासक्रमाप्रमाणे स्वयंअध्ययन साहित्याचे अध्ययन करावे. सदरचा अभ्यासक्रम <https://www.unishivaji.ac.in/bos/commercelist.asp> या विद्यापीठ संकेतस्थळावर उपलब्ध आहे.

### विशेष सुचना

- अ. दूरशिक्षण व ऑनलाईन शिक्षण केंद्राच्या सर्व मान्यताप्राप्त अभ्यासकेंद्रावर संपर्क सत्रांचे आयोजन केले जाते. तरी विद्यार्थ्यांनी वेळोवेळी अभ्यास केंद्र समन्वयक यांच्याशी संपर्क साधून संपर्कसत्र, परीक्षा, वेळापत्रक, हॉल तिकीट, निकाल इ. बाबत माहिती घ्यावी. तसेच वेळोवेळी संकेतस्थळाला भेट देवून अद्यावत माहिती जाणून घ्यावी.
- ब. आपण निवडलेल्या विषयाप्रमाणे स्वयं अध्ययन साहित्य घेणे, अभ्यासक्रम (Syllabus) प्राप्त करून घेणे व त्याप्रमाणे अध्ययन करणेची जबाबदारी विद्यार्थ्यांची आहे.
- क. आपल्या रजिस्ट्रेशन फॉर्मवर असलेल्या अभ्यास केंद्रामध्येच स्वाध्याय जमा करावयाचे आहेत जर दुसऱ्या अभ्यास केंद्रावर स्वाध्याय जमा केले तर स्वाध्यायाचे गुण आपल्या गुणपत्रिकेवर येणार नाहीत व त्यासाठी दूरशिक्षण व ऑनलाईन शिक्षण केंद्र जबाबदार राहणार नाही याची विद्यार्थ्यांनी नोंद घ्यावी.

**M.Com. Part I Sem. II (Repeater)**

**Oct./Nov. 2025**

**Distance Mode**

**Exam Seat No. :- \_\_\_\_\_**

Assignment for the Subject of \_\_\_\_\_

Paper Number :- \_\_\_\_\_ Subject Code :- \_\_\_\_\_

Name of the Candidate :- \_\_\_\_\_

Name of the Study Centre :- \_\_\_\_\_

Address :- \_\_\_\_\_

\_\_\_\_\_

Pin Code :- \_\_\_\_\_ Mobile No :- \_\_\_\_\_

PRN Number :- \_\_\_\_\_

Course :- **M.Com. Part I (Sem. II) Distance Mode.**

Date of Submission of Assignments :- \_\_\_\_\_

Signature of Student :- \_\_\_\_\_

Marks obtained out of 20 :- \_\_\_\_\_

Signature of Evaluator of Assignment :- \_\_\_\_\_

**M.Com.–I Semester-II (Repeater)**  
**Internal Assessment Questions (IA)**

- Note:** 1. All questions carry equal marks.  
2. Attempt Any Two for all Papers.

**Sub.: Advanced Accountancy Paper- V (MMA-V)**

- Q.1 Radhika Co-Operative Society rendering loans and advances and rationing facilities to its members. The Trial Balance of the Society as on 31<sup>st</sup> March, 2024 is as follows. 10

| Particulars                     | Debit<br>Rs. | Particulars                 | Credit<br>Rs. |
|---------------------------------|--------------|-----------------------------|---------------|
| Dead Stock                      | 70000        | Member Share<br>Capital     | 241000        |
| Printing & Stationery           | 7500         | Member Deposits             | 400000        |
| Shares in Jio Finance           | 150000       | Bank Loan                   | 310000        |
| Shares in SBI Bank              | 120000       | Interest on Loan            | 531500        |
| Member Loan                     | 832500       | Reserve Fund                | 451000        |
| Purchase of rationing<br>grains | 1200000      | Sale of rationing<br>grains | 1275000       |
| Office Rent                     | 90000        |                             |               |
| Salaries                        | 105500       |                             |               |
| Travelling Expenses             | 12500        |                             |               |
| Freight                         | 13000        |                             |               |
| Coolie Charges                  | 9000         |                             |               |
| Cash at Bank                    | 335000       |                             |               |
| Bank Interest                   | 262500       |                             |               |
| Cash in hand                    | 1000         |                             |               |
|                                 | 3208500      |                             | 3208500       |

Adjustments-

1. Closing Stock of rationing grains as on 31/03/2024 was Rs. 350000.
2. Outstanding Office Rent Rs. 10000.
3. Provide Rs. 6000 for Audit Fee.
4. Provide Depreciation on Dead stock at 5%.
5. Make provision for Bad Debts reserve of Rs. 15000.

Prepare Trading, Profit & Loss account for the year ended 31<sup>st</sup> March, 2024 and Balance Sheet as on that date.

10

- Q.2 The Akshara Leasing Ltd. Leases an asset to M/s Maharashtra Traders Under the following terms:

|                          |                                           |
|--------------------------|-------------------------------------------|
| Cost of Asset            | Rs. 100000                                |
| Term of lease            | 4 years                                   |
| Residual Value           | Nil                                       |
| Statutory Depreciation   | 40%                                       |
| Lease Rental             | Rs. 35740 pay bill at the end of the year |
| Implied rate of Interest | 16% p.a.                                  |
| Inception of lease       | 1 <sup>st</sup> April 2020                |

Give Ledger accounts in the books of the Akshara Leasing Ltd.

- Q.3 Write Short Notes (Any Two)

10

- Types of lease
- Accounts of Electricity Companies.
- Meaning of Mergers and Acquisitions

**Sub.: Advanced Accountancy Paper- VI**  
**(Cost Accounting) (MMA-VI)**

- Q.1 Prepare a cost sheet of the following data relating to the manufacture of Jeans:

10

|                                               |        |
|-----------------------------------------------|--------|
| Number of Jeans manufactured during the month | 1,000  |
|                                               | Rs.    |
| Direct materials consumed                     | 20,000 |
| Direct Labour                                 | 8,000  |
| Indirect Labour (in factory)                  | 2,500  |
| Supervision costs (in factory)                | 1,000  |
| Factory premises rent                         | 1,600  |
| Factory lighting                              | 600    |
| Oil for machines                              | 100    |
| Depreciation of machines                      | 500    |
| Office overheads                              | 8,000  |
| Office salaries                               | 2,000  |
| Misc. office expenses                         | 1,000  |
| Selling and distribution overheads            | 6,000  |

Note: A profit margin of 20% on the total cost of goods is expected on the sale of Jeans.

- Q.2 A product passes through three distinct processes to completion. These processes are numbered respectively 1, 2 and 3. During the week ended 31 January, 2023; 1,000 units were produced. The following information is obtained:

10

| Particular's | Process 1 | Process 2 | Process 3 |
|--------------|-----------|-----------|-----------|
|--------------|-----------|-----------|-----------|

|                 | Rs.   | Rs.    | Rs.   |
|-----------------|-------|--------|-------|
| Materials       | 6,000 | 13,000 | 2,000 |
| Labour          | 5,000 | 4,000  | 5,000 |
| Direct expenses | 1,000 | 200    | 1,000 |

The indirect expenses for the period were Rs. 2,800, apportioned to the processes on the basis of Labour cost. Prepare process accounts showing total cost and cost per unit.

- Q.3 Write Short Notes (Any Two) 10
- Cost Plus Contract
  - Features of Job Costing
  - Concepts of Joint Products and By Products.

**Sub.: Advanced Accountancy Paper- VII  
(Auditing) (MMA-VII)**

- Q.1 Which points should be consider while making audit of Educational Institutions? 10
- Q.2 Explain the various Specific Types of Audit. 10
- Q.3 Write Short Notes (Any Two) 10
- Basic Principles Governing an Audit.
  - Objectives of Internal Control.
  - Auditor's Report on Financial Statements.

**Sub.: Advanced Accountancy Paper- VIII  
(Introduction to Auditing) (MMA-VIII)**

- Q.1 What is mean by Audit? Explain the various Objectives of Audit. 10
- Or
- Q.2 Explain the Concept of Vouching, Verification and Valuation. 10

**Sub.: Advanced Cost Accountancy Paper- V**  
**((Techniques of Costing)) (MMB-V)**

- Q.1 Given the following information; 10
- |                        |              |
|------------------------|--------------|
| Units of output        | 5,00,000     |
| Fixed Cost             | Rs. 7,50,000 |
| Variable cost per unit | Rs. 2        |
| Selling price per unit | Rs. 5        |
- You are required to determine:
- a. The Break-Even-Point
  - b. The sales needed for a profit of Rs. 6,00,000 and  
The profit if 4,00,000 units are sold at Rs.6 per unit
- Q.2 In a factory, it is estimated that for the use of 1 ton of materials, 100 units are manufactured. The standard price of material is Rs. 10. 10
- During August, 2023, 100 tons of material was issued to production at Rs. 10-50 per ton. Actual production was 10,250 units.
- Calculate:**
- 1) Material Cost Variance
  - 2) Material Price Variance
  - 3) Material Usage Variance.
- Q.3 Write Short Notes (Any Two) 10
- a. Nature of Activity Based Costing
  - b. Break Even Analysis
  - c. Uniform Costing and Inter-firm Comparison

**Sub.: Advanced Cost Accountancy Paper- VI**  
**(Cost Records and Cost Audit) (MMB-VI)**

- Q.1 What is the Concept of Cost Audit? Explain the Applicability and Legal Requirement of Cost Audit as per Companies Act, 2013. 10
- Q.2 Journalize the following transactions under integral Accounting System: 10

| Particulars                 | Rs.    |
|-----------------------------|--------|
| Direct wages paid in cash   | 60,000 |
| Indirect wages paid in cash | 30,000 |
| Purchases made in cash      | 15,000 |

|                                           |          |
|-------------------------------------------|----------|
| Purchases (credit)                        | 2,90,000 |
| Stores issued against production order    | 2,75,000 |
| Works expenses incurred and paid in cash  | 55,000   |
| Works expenses allocated to jobs          | 80,000   |
| Administration expenses paid in cash      | 40,000   |
| Administration expenses allocated to jobs | 48,000   |
| Finished Goods transferred to warehouse   | 4,50,000 |

Q.3 Write Short Notes (Any Two)

10

- characteristics of an Ideal Costing System
- Companies (Cost Records and Audit) Rules 2014
- Qualification and Disqualification of Cost Auditor.

**Sub.: Advanced Cost Accountancy Paper- VII**  
**(Cost Analysis and Decision Making) (MMB-VII)**

Q.1 X Ltd. produces and markets ballpoint pens. Due to competition, the company proposes to reduce the selling price. From the following information, examine the effects of reduction in selling price by (a) 5%, (b) 10% and (c) 15%

10

|                           | Rs.      | Rs.      |
|---------------------------|----------|----------|
| Present Sales 3,000 units |          | 3,00,000 |
| Variable Costs            | 1,80,000 |          |
| Fixed Costs               | 70,000   | 2,50,000 |
| Net Profit                |          | 50,000   |

Indicate the number of units to be sold if the company wants to maintain the same profits in each of the above cases.

Q.2 With the help of the following data, a manufacturer seeks your advice whether to buy an item from the market or to produce it at the floor of the factory:

10

| Particulars | Present (Buy) | Proposed (Make) |
|-------------|---------------|-----------------|
|             | Rs.           | Rs.             |

|                  |           |           |
|------------------|-----------|-----------|
| Sales            | 16,00,000 | 16,00,000 |
| Costs: Variable  | 11,20,000 | 10,24,000 |
| Fixed            | 3,60,000  | 4,00,000  |
| Capital required | 8,00,000  | 9,00,000  |

Advise the management.

- Q.3 Write Short Notes (Any Two) 10
- Product Development Decision
  - Export or Local Sale decision making
  - Difference between Insourcing and Outsourcing.

### **Sub.: Advanced Cost Accountancy Paper- VIII**

#### **(Introduction to Auditing) (MMB-VIII)**

- Q.1 What is mean by Audit? Explain the various Objectives of Audit. 10

Or

- Q.2 Explain the Concept of Vouching, Verification and Valuation. 10

### **Sub.: Advanced Taxation Paper- V**

#### **(MMC-V)**

- Q.1 From the following details pertaining to Ash, a registered dealer engaged in purchase and sale of goods, ascertain the GST liability (SGST/CGST/IGST) for the month of September, 2020: 10

| <b>Particulars</b>                                           | <b>Amount<br/>(Rs.)</b> |
|--------------------------------------------------------------|-------------------------|
| Sale price charged to customers within State (excluding GST) | 12,50,000               |
| Commission charged to buyers                                 | 12,000                  |
| Packing and forwarding expenses incidental to sale           | 18,000                  |
| Weighment charges, shown separately in invoices              | 9,500                   |

Prompt payment discount, indicated in invoice 1%, if payment made within 1 month. All buyers of goods have availed the discount.

The rates of taxes for the goods supplied are as under:

| <b>Particulars</b> | <b>Rate</b> |
|--------------------|-------------|
| CGST               | 9%          |
| SGST               | 9%          |
| IGST               | 18%         |

- Q.2 When a transaction of supply of service treated as export supply under GST? 10
- Q.3 Write Short Notes (Any Two) 10
- a. Extent and Commencement of CGST Act
  - b. Difference between direct and indirect tax
  - c. Persons liable for Registration under GST

**Sub.: Advanced Taxation Paper- VI  
(MMC-VI)**

- Q.1 Explain the Eligibility and Conditions for taking Input Tax Credit. 10
- Q.2 What is the meaning of Tax Invoice? Draw the Proforma of Tax Invoice. 10
- Q.3 Write Short Notes (Any Two) 10
- a. Procedure of Filing Return under GST
  - b. Goods & Services Exempt from GST
  - c. Interest on Delayed Payment of Tax.

**Sub.: Advanced Taxation Paper- VII  
(MMC-VII)**

- Q.1 What is mean by Profession Tax? Explain the Significance of Profession Tax. 10
- Q.2 What is mean by Customs Duty? Explain the exemption from customs duty. 10
- Q.3 Write Short Notes (Any Two) 10
- a. Valuation of imported/exported goods.
  - b. Assessment procedure under Customs Act
  - c. Types of customs duty.

**Sub.: Advanced Taxation Paper- VIII**

**(Introduction to Auditing) (MMC-VIII)**

- Q.1      What is mean by Audit? Explain the various Objectives of Audit      10
- Or
- Q.2      Explain the Concept of Vouching, Verification and Valuation      10

**Sub.: Business Administration Paper- V**

**(Corporate Governance and Business Ethics) (MMD-V)**

- Q.1      Explain the Role and Functions of the Audit Committee.      10
- Q.2      Explain the Ethical principles in business from Indian Perspective.      10
- Q.3      Write Short Notes (Any Two)      10
- a. Harshad Mehata Scam
  - b. Roles of Chairman and CEO in Governance Responsibilities
  - c. The Japanese Model & Indian Model of Corporate Governance

**Sub.: Business Administration Paper- VI**

**(Financial Management) (MMD-VI)**

- Q.1      What is mean by capital budgeting? Explain the various techniques of capital budgeting.      10
- Q.2      What is mean by Working capital? Explain the various factors determining working capital requirements.      10
- Q.3      Write Short Notes (Any Two)      10
- a. Profit Maximization v/s Wealth Maximization.
  - b. Financial& Operating Leverages.
  - c. Importance of financial management.

**Sub.: Business Administration Paper- VII  
(International Marketing) (MMD-VII)**

- |     |                                                                                               |    |
|-----|-----------------------------------------------------------------------------------------------|----|
| Q.1 | Explain the Foreign trade policy of Government of India.                                      | 10 |
| Q.2 | Explain the various Integrated Marketing Communication and international advertising methods. | 10 |
| Q.3 | Write Short Notes (Any Two)                                                                   | 10 |
|     | a. Global Marketing Environment                                                               |    |
|     | b. Challenges And Opportunities In International Marketing                                    |    |
|     | c. Product life cycle in International market.                                                |    |

**Sub.: Business Administration Paper- VIII  
(Management Information System) (MMD-VIII)**

- |     |                                                                                       |    |
|-----|---------------------------------------------------------------------------------------|----|
| Q.1 | Define Artificial Intelligence. Explain the various Types of Artificial Intelligence. | 10 |
|     | Or                                                                                    |    |
| Q.2 | How to make the Strategic implications of AI adoption in organizations.               | 10 |

**Sub.: Co-operation and Rural Development Paper- V  
(Basics Of Co-Operation) (MME-V)**

- |     |                                                                                                             |    |
|-----|-------------------------------------------------------------------------------------------------------------|----|
| Q.1 | What are the distinctive features of a Co-operative Organization v/s Partnership and Joint Stock Companies. | 10 |
| Q.2 | Explain the Co-operative Principles given by Karve Committee.                                               | 10 |
| Q.3 | Write Short Notes (Any Two)                                                                                 | 10 |
|     | a. Benefits of Co-operation                                                                                 |    |
|     | b. Capitalism                                                                                               |    |
|     | c. Distinction between Co-operative Values and Cooperative Principles                                       |    |

**Sub.: Cooperation and Rural Development Paper – VI**  
**(Management of Co-Operative Enterprises) (MME-VI)**

- Q.1 Explain the Need and importance of Co-operative Education and Training. 10
- Q.2 Explain the Powers and Responsibilities of Co-operative Department. 10
- Q.3 Write Short Notes (Any Two) 10
- a. Issues in Financing a Co-operative.
  - b. Managing the Social Process in a Cooperative
  - c. Managing the Relationship between the Board of Directors and
  - d. Members

**Sub.: Cooperation and Rural Development Paper – VII**  
**(Co-Operative Legal Systems) (MME-VII)**

- Q.1 Which points should be considered in Management of Co-operatives? 10
- Q.2 Explain the some provisions of Maharashtra Co-operative Societies Act 1960. 10
- Q.3 Write Short Notes (Any Two) 10
- a. Co-operative Tribunal.
  - b. Rights and Liabilities of Members Removal
  - c. Execution and Enforcement of Awards.

**Sub.: Cooperation and Rural Development Paper – VIII**  
**(Advanced Co-Operative Management) (MME-VIII)**

- Q.1 Explain the How to Balancing of Co- operative character and economic viability. 10

Or

- Q.2 What is the Concept of Management By Objectives (MBO)? Explain the Characteristics of M.B.O. 10

**Sub.: Advanced Banking Financial System Paper – V**  
**(Legal Provision in Banking) (MMF-V)**

- Q.1 What is the Concept of Banking Fraud? Explain Types of Banking Fraud. 10
- Q.2 Explain important provisions under Cheque Truncation System (CTS) Scheme. 10
- Q.3 Write Short Notes (Any Two) 10
- a. Need of Legal Provision in Banking.
  - b. Concept of Paying and Collecting Banker.
  - c. The Banking Companies (Nomination) Rules.

**Sub.: Advanced Banking Financial System Paper – VI**  
**(Banking Administration) (MMF-VI)**

- Q.1 Explain the Role & Structure of Loan Recovery Department of the Bank. 10
- Q.2 Explain the Importance of administrative Structure in Commercial Banking. 10
- Q.3 Write Short Notes (Any Two) 10
- a. Bank Audit.
  - b. Need of Administrative Structure in Banks.
  - c. Duties and Responsibilities of CEO of the Bank.

**Sub.: Advanced Banking Financial System Paper – VII**  
**(Bank Branch Management) (MMF-VII)**

- Q.1 What is the Concept of Customer Relationship Management? Explain the importance of Customer Relationship Management. 10
- Q.2 Explain the Precaution Regarding Cash Controlling, Strong Room & Lockers. 10
- Q.3 Write Short Notes (Any Two) 10
- a. Importance of Bank Branch Management
  - b. Problems of staffing Pattern
  - c. Responsibilities of Branch Manager.

**Sub.: Advanced Banking Financial System Paper – VIII  
(Bank Management Practices) (MMF-VIII)**

Q.1 Explain the Importance of Bank Management and Practices. 10

Or

Q.2 Explain the Problems of Branch Offices Monitoring.

**Elective Paper- I**

**Sub.: Organizational Behaviour (DSE – 2) (EBM – II)**

- Q.1 What is the Concept of Quality of Work? Explain the constituents of Quality of Work (QWL). 10
- Q.2 Explain the sources and levels of organizational conflict and how to make resolution of conflict. 10
- Q.3 Write Short Notes (Any Two) 10
- a. Negotiation process.
  - b. Determinants of Learning.
  - c. Relationship between Management and organizational Behaviour.

**Elective Paper- II**

**Sub.: International Business (EME-II)**

- Q.1 Explain need and problems of International Marketing. 10
- Q.2 Explain the Nature and Scope of International Business Environment. 10
- Q.3 Write Short Notes (Any Two) 10
- a. WTO
  - b. India and IMF
  - c. Role of India in SAARC

## **M.Com. Part –I, Semester II**

### **On the Job Training (OJT)**

#### **Guidelines for the OJT Internship / Apprenticeship-**

10

1. On the Job Training (OJT) is to be completed by the student at any commercial Organization/NGO. For this purpose, the Organization's may include office of Chartered Accountant, Cost and Management Accountant, Company Secretary, Management Consultant, Government or Semi-Government organization, cooperative society, bank, local authority etc.(The list is for reference only; not exhaustive; other similar organizations can be considered for O J T)

2. OJT is to be completed by the student under the guidance of mentor from the college as well as industry/organization guide/mentor where he/she is doing internship/apprenticeship.

3. OJT Report is to be prepared which shall be based on the field work and a copy of it has to be submitted to the college/ university department before commencement of semester end examination.

4. The OJT Report shall consist of the following: Title page should cover the following:

- a. Name of the intern (student)
- b. Name of the internal guide and external guide/mentor
- c. Name of the college/university department
- d. Organization where internship is conducted
- e. Duration in which internship was completed

The main text of the report should consist of:

- a. Profile of the Organization
- b. Details of work done during the internship
- c. Key learning/takeaways/ skills acquired during the internship

- d. Responsibilities handled during the internship
  - e. Problems faced during the internship
  - f. Any significant contribution/solution provided to the Organization during the internship
  - g. Conclusion
  - h. Attendance sheet (day-wise) signed by industry/Organization guide.
5. Internship/Apprenticeship report shall consist of around 40 to 50 typed pages.
6. All recognized P.G. Teachers and also teachers teaching to M. Com Course under the Faculty of Commerce and Management are eligible to work as mentor or guide of the trainee.
7. Total duration of OJT shall be of 120 hours. The college/university department has flexibility to allow the students to complete the Internship/Apprenticeship at any time during the semester, but the report of OJT has to be submitted before commencement of semester end examination.
8. In case of students registered on distance mode and who are already working / employed, they have to submit the OJT report. However, they can complete OJT in the same Organization where they are working / employed. Those students who are registered on distance mode, but not working/employed anywhere, have to complete OJT as per the guidelines given to the regular students.
9. Evaluation of On the Job Training-
- There shall be evaluation of a maximum of 100 marks for OJT on the following criterion and shall be done by internal guide/mentor.

| Sr. No. | Criterion for Evaluation | Maximum Marks |
|---------|--------------------------|---------------|
|         |                          |               |

|   |                                                           |     |
|---|-----------------------------------------------------------|-----|
| 1 | Attendance and Engagement                                 | 20  |
| 2 | Relevance of Internship/Apprenticeship with curriculum    | 20  |
| 3 | Responsibilities handled during Internship/Apprenticeship | 30  |
| 4 | Skills acquired during Internship/Apprenticeship          | 30  |
| 5 | Contribution of Intern/Apprentice to the organization     | 20  |
| 6 | Internship/Apprenticeship Report                          | 30  |
|   | Total                                                     | 150 |