



**Tilak Maharashtra Vidyapeeth,  
Pune**

**HOME ASSIGNMENTS**

**S.Y.B.Com.**

**3<sup>rd</sup> Semester**

**2017-18**

**Read the following instructions carefully before writing Home Assignments and follow them.**

Home Assignments are an integral and compulsory part of the programme.

Home Assignments help you even in preparation for annual examination.

There is separate passing for internal assessment.

- For essay type question you are supposed to write an answer of 40 to 50 lines
- Answers with proper introduction and conclusion are treated as ideal.
- Your answer should cover all points and sub-points of the related topic.
- Attach the supplements with proper sequence.
- Your Assignments should reach us before the scheduled time.
- Please fill up separate cover page for each assignment and write the assignments on A4 size line paper.
- Write your correct PRN number, course name, student name, address, subject name, subject code on each cover page.
- Assignments received after due date will not be accepted. (Centers please do inform students about the assignment submission dates assignments received from center after due date will not accepted)

**Dates of Home Assignment Submission**

<b>Details</b>	<b>Submission Date</b>
Without Late fees	31 <sup>st</sup> October 2017
With Late fees (late Fees Rs. 50/- per assignment)	1 <sup>st</sup> November to 15 <sup>th</sup> November 2017

## Home Assignments December 2017-18

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**Subject Name: - Business Communication**

**Subject Code: - (BCS-301)**

**(16 Marks for Each Question)**

**Answer the following (Attempt any 5)**

**80 Marks**

1. Write in detail the Structure of a Report.
2. Write in detail about types of Communication in an organization.
3. Write the essential qualities of a good business letters.
4. What are the barriers in listening?
5. Write the Principles to Effective Communication.
6. **Draft the Specimen format of the below mentioned business letters.**

a) Enquiry Letter

b) Complaint Letter

c) Sales Letter

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गृहपाठ मे २०१७-१८

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विषयाचे नाव - व्यवसाय संज्ञापन

विषयाचा कोड (बी.सी.एस.३०१)

प्रति प्रश्न १६ मार्क

८० मार्क

प्र. १. खालिल प्रश्नांची उत्तरे द्या (कोणतेही ५)

१. अहवालाची रचना स्पष्ट करा (विस्तृत करून लिहा)
२. व्यवसाय संज्ञापनाच्या विविध पध्दती विस्तारीत करून लिहा
३. व्यावसायिक पत्रांची वैशिष्ट्ये लिहा
४. श्रवण प्रक्रियेतील अडथळे स्पष्ट करा.
५. प्रभावी संज्ञापनाची तत्त्वे लिहा.
६. खाली दिलेल्या व्यावसायिक पत्रांचे नमुने लिहा  
अ) चौकशी पत्र ब) तक्रार पत्र क) विक्री पत्र

## Home Assignments December 2017-18

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**Subject Name: - Corporate Accounting**

**Subject Code: - (BCC-301)**

**(16 Marks for Each Question)**

**Answer the following (Attempt any 5)**

**80 Marks**

**Q. No. 1.**

Nandini Enterprises Ltd. was newly formed with an authorized capital of Rs. 10,00,000 divided into 10,000 Equity Shares of Rs. 100 each. The company issued 6,000 Equity Shares to the public for subscription at a premium of 10% payable as follows:

On Application Rs. 20

On allotment Rs. 40 (including premium)

On first and final call Rs. 50

Application for 10,000 shares were received and pro-rate allotment was made to the applicants of 9,000 shares. The remaining applications were rejected and the application money was refunded. Excess application money was adjusted against allotment dues.

All the shareholders paid the allotment and call money except Mr. Anil who failed to pay call money on 80 shares. His shares were forfeited and reissued to Ashok at Rs. 80 per share fully paid.

Journalise the transactions.

**Q. No.2.**

Flat Private Limited was incorporated on 1<sup>st</sup> July 2005 to take over the running business of Mr. Round with effect from 1<sup>st</sup> April 2004. The following profit and Loss Account for the year ended 31<sup>st</sup> March 2005 was drawn up:

	Rs.		Rs.
To Commission	2,625	By Gross Profit	98,000
To Advertisement	5,250	By Bad Debt realized	500
To Managing Director's remuneration	9,000		
To Depreciation	2,800		
To Salaries	18,000		
To Insurance	600		
To Preliminary Expenses	700		
To Rent and Taxes	3,000		
To Discount	350		
To Bad Debts	1,250		
To Net Profit	54,925		
	98,500		98,500

The following details are available:

- i. The average monthly turnover from July 2004 onwards was double than that of previous months.
- ii. Rent for the first three month was paid @ Rs. 200 p.m. and thereafter at a rate increased by Rs. 50p.m.
- iii. Bad debts Rs. 350 related to sales effected after 1<sup>st</sup> September 2004 and the realization of bad debts was in respect of debts written off during 2002.
- iv. Advertisement expenses were directly proportionate to the sales.

You are required to find out the profit prior to incorporation and to state the treatment there of in the books of the company.

**Q.No. 3)** Bashree Ltd. Issued for public subscription 2000 equity share of Rs- 100 each at a premium of Rs- 5 per share payable as follows:

On application -35 per share (including premium)

On allotment – 25 per share

On first call -30 per share

On final call- 15 per share

Applications were received for Rs- 2200 equity share. 2000 equity shares were allotted to the applicants, the remaining applications for 200 shares were rejected and the application money thereon was refunded .

All the amount were received except Miss Manisha to whom 100 equity shares were allotted. she failed to pay the amounts due on first and final call. These shares were forfeited.

Pass the necessary journal entries.

**Q.No. 4.** Define Liquidation and explain its objectives with the format.

**Q.No. 5** What is the meaning of share? Different types of shares and list out the 10 companies share capital.

**Q.No. 6 Short Note (Attempt any 2)**

1. Accounting standard 1 disclosure of accounting policies.
2. Capital profit and Minority interest
3. Accounting standard 4 Contingencies and Event occurring after balance sheet date

## Home Assignments December 2017-18

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**Subject Name: - Business Economics (Macro)**

**Subject Code: - (BCC-302)**

**(16 Marks for Each Question)**

**Answer the following (Attempt any 5)**

**80 Marks**

1. Explain the limitations of Micro Economics
2. State and explain the types of inflation
3. What do you mean by Public Debt? What are the sources of public borrowing?
4. State and explain the significance of Keynes Theory
5. State the explain the determinants of consumption function
6. Write Short Note:-
  - A. Bank Rates
  - B. Public Finance

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गृहपाठ मे २०१७-१८

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विषयाचे नाव - व्यापारी अर्थशास्त्र (समग्रलक्षी)

विषयाचा कोड (बी.सी.सी.३०२)

प्रति प्रश्न १६ मार्क

८० मार्क

प्र. १. खालिल प्रश्नांची उत्तरे द्या (कोणतेही ५)

१. समग्रलक्ष्यी अर्थशास्त्राच्या मर्यादा विशद करा.
२. महागाई चे प्रकार लिहा व स्पष्ट करा.
३. सार्वजनिक कर्ज म्हणजे काय? आणि सार्वजनिक कर्जाचे स्रोत काय आहेत.
४. केन्सच्या सिध्दांचे महत्त्व स्पष्ट करा.
५. उपभोग - कार्य ठरविणारे विविध घटक स्पष्ट करा.

६. टिपा द्या.

१. बँक दर
२. सार्वजनिक वित्तव्यवस्था

## Home Assignments December 2017-18

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**Subject Name: - Corporate Law**

**Subject Code: - (BCC-303)**

**(16 Marks for Each Question)**

**Answer the following (Attempt any 5)**

**80 Marks**

1. Explain the characteristics of a Company.
2. What are Shares? Explain the types of Shares in detail.
3. What are the two methods of voluntary winding up?
4. What are the duties of Debenture Trustees?
5. What are the two kinds of share capital?
6. Write short notes on
  - (1) Name clause
  - (2) capital clause“Oppression”.

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गृहपाठ मे २०१७-१८

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विषयाचे नाव - कंपनी कायदा  
विषयाचा कोड (बी.सी.सी.३०३)

प्रति प्रश्न १६ मार्क

८० मार्क

प्र. १. खालिल प्रश्नांची उत्तरे द्या (कोणतेही ५)

१. कंपनीची वैशिष्ट्ये स्पष्ट करा.
२. भाग म्हणजे काय? भागभांडवलाचे वर्गीकरण लिहा
३. स्वेच्छेने समापन करण्याचे दोन प्रकार कोणते?
४. कर्ज रोखे विश्वस्तांची कर्तव्ये स्पष्ट करा
३. भाग भांडवलाचे २ प्रकार स्पष्ट करा.
६. टिपा लिहा - १. नाव विधान (Name Clause)  
२. भांडवल विधान (Capital Clause)