

Exam. Code : 115301

Subject Code : 8281

B.Com. (Financial Services) 1st Semester
COMMUNICATION SKILLS IN ENGLISH-I

Paper-I

Time Allowed—3 Hours]

[Maximum Marks—50

Note :— Attempt **FIVE** questions. Select at least **ONE** from each Section. The **fifth** question may be taken from any Section. Each question carries 10 marks.

SECTION-A

1. Read the following passage and answer the following questions :

Marie Curie was one of the most accomplished scientists in history. Together with her husband, Pierre, she discovered radium, an element widely used for treating cancer, and studied uranium and other radioactive substances. Pierre and Marie's amicable collaboration later helped to unlock the secrets of the atom.

Marie was born in 1867 in Warsaw, Poland, where her father was a professor of physics. At an early age, she displayed a brilliant mind and a blithe personality. Her great exuberance for learning prompted her to continue with her studies after high school. She became disgruntled, however, when she learned that the university in Warsaw was closed to women. Determined to receive a higher education, she defiantly left Poland and in 1891 entered the Sorbonne, a French university,

where she earned her master's degree and doctorate in physics.

Marie was fortunate to have studied at the Sorbonne with some of the greatest scientists of her day, one of whom was Pierre Curie. Marie and Pierre were married in 1895 and spent many productive years working together in the physics laboratory. A short time after they discovered radium, Pierre was killed by a horse-drawn wagon in 1906. Marie was stunned by this horrible misfortune and endured heartbreaking anguish. Despondently she recalled their close relationship and the joy that they had shared in scientific research. The fact that she had two young daughters to raise by herself greatly increased her distress.

Curie's feeling of desolation finally began to fade when she was asked to succeed her husband as a physics professor at the Sorbonne. She was the first woman to be given a professorship at the world-famous university. In 1911 she received the Nobel Prize in chemistry for isolating radium. Although Marie Curie eventually suffered a fatal illness from her long exposure to radium, she never became disillusioned about her work. Regardless of the consequences, she had dedicated herself to science and to revealing the mysteries of the physical world.

- (a) Even though Marie Curie became fatally ill from working with radium, what was her reaction ?
- (b) Suggest the most appropriate title of the above passage.
- (c) For what she was awarded Nobel Prize ?
- (d) Write down the central idea of the passage.
- (e) What was the health problem of Marie Curie ?

2. Read the passage and answer the following questions :
Computers are machines that can help us in many ways. But they cannot think or do things on their own. Humans have to feed them with information and tell them what to do with it. They cannot come up with any new information. But they can save much time and work. For example, all the information and the office files can be stored in a computer's "memory". If a clerk were to trace any information from a particular file, the computer would only take seconds to find it. It would take a clerk days or even weeks to go through every file if no computers were used. The first computers were huge and costly. They filled up almost the whole floor of large offices. Later, because of the usefulness and demand for computers in business, scientists soon found ways to produce cheaper and smaller computers. They invented chips which made it possible to store more information in less space. Today, computers are not only cheaper, but also more compact. They can just be placed on top of an ordinary writing table. They can even be carried from place to place easily. Computers are not only used in offices by companies, but they are also used at home, by families who can afford them. Robots, on the other hand, are not mechanical people. They are only moving parts controlled by a computer. A robot can do the same work for twenty four hours, and yet, it does not complain or get tired. In the United States robots are computers that tell them where to guard and what to do. These robots are programmed to listen for certain noises and signals for help in case of trouble or danger. In Japan and in some places in America, robots are used

in factories to assemble cars. As computers become more common businesses and factories, people fear that one day computers and computer controlled robot will put human workers out of work.

- (a) Why do humans have to feed the computers with information and tell them what to do ?
- (b) Why did the first computers fill up almost the whole floor ?
- (c) Write the meaning of 'more compact'.
- (d) Robots are more intelligent than human beings. Explain.
- (e) Give suitable title to the passage.

SECTION-B

- 3. Write in detail about the significance of Reading Skills.
- 4. What is logical progression and meanings of expression in Reading Skills ? Discuss in detail.

SECTION-C

- 5. What do you mean by Writing Skills ? Explain in detail.
- 6. Write a letter to your Mother for the permission to join Youth Festival organized by your college.

SECTION-D

- 7. You want to apply for the scientist in a Company. Write a Resume for the job.
- 8. Write a Notice for the students if anybody wants to join NSS.

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B.Com. Financial Services - Ist Sem.

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Paper : Paper-II (i)

Punjabi Compulsory

Time allowed : 3 hrs.

Max. Marks : 50

ਨੋਟ: ਵਿਦਿਆਰਥੀ ਨੇ ਕੁਲ ਪੰਜ ਪ੍ਰਸ਼ਨ ਕਰਨੇ ਹਨ। ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਦੇ ਚਾਰ ਭਾਗ (ੳ, ਅ, ਏ, ਸ) ਹਨ। ਹਰੇਕ ਭਾਗ ਵਿੱਚੋਂ ਇੱਕ ਸਵਾਲ ਲਾਜ਼ਮੀ ਹੈ। ਪੰਜਵਾਂ ਸਵਾਲ ਕਿਸੇ ਵੀ ਭਾਗ ਵਿੱਚੋਂ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ। ਸਾਰੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਅੰਕ ਬਰਾਬਰ ਹਨ।

ਭਾਗ-ੳ

1. ਹੇਠ ਲਿਖੀਆਂ ਕਾਵਿ ਸਤਰਾਂ ਦੀ ਪ੍ਰਸੰਗ ਸਹਿਤ ਵਿਆਖਿਆ ਕਰੋ।
ਅੰਨਦਾਤਾ! ਮੇਰੀ ਜੀਭ 'ਤੇ - ਤੇਰਾ ਲੂਣ ਏ
ਤੇਰਾ ਨਾ - ਮੇਰੇ ਬਾਪ ਦਿਆਂ ਹੋਠਾਂ 'ਤੇ
ਤੇ ਮੇਰੇ ਇਸ ਬੁੱਤ ਵਿੱਚ ਮੇਰੇ ਬਾਪ ਦਾ ਖੂਨ ਏ!
ਮੈਂ ਕਿਵੇਂ ਬੋਲਾਂ!

2. 'ਸੈਦਾ ਤੇ ਸਬਜ਼ਾਂ' ਕਵਿਤਾ ਦਾ ਸਾਰ ਲਿਖੋ।

ਭਾਗ-ਅ

3. 'ਹਿੰਦੋਸਤਾਨ ਛੋੜ ਦੋ' ਨਿਬੰਧ ਦੀ ਲਿਖਣ ਸ਼ੈਲੀ ਬਾਰੇ ਲਿਖੋ।
4. 'ਸਾਕਾ ਸ੍ਰੀ ਨਨਕਾਣਾ ਸਾਹਿਬ' ਨਿਬੰਧ ਦਾ ਸਾਰ ਲਿਖੋ।

ਭਾਗ-ੲ

5. 'ਅਨੁਸ਼ਾਸਨਹੀਨਤਾ' ਵਿਸ਼ੇ 'ਤੇ ਪੈਰਾ ਰਚਨਾ ਲਿਖੋ।
6. ਵਿਆਹ ਸ਼ਾਦੀ ਦੇ ਵਿੱਚ ਪਾਉਣ ਵਾਲਾ ਇੱਕ ਅਦਭੁਤ ਪਾਤਰ ਹੁੰਦਾ ਹੈ, ਵਿਚੋਲਾ। ਭਾਨੀ ਮਾਰ ਦਾ ਉਲਟ ਰੂਪ। ਖੈਰ ਕੁਝ ਵੀ ਹੋਵੇ ਵਿਚੋਲਗੀ ਇੱਕ ਉਸਾਰੂ ਕਰਤਵ ਹੈ ਜਿਸਨੂੰ ਜਣਾ-ਖਣਾ ਨਹੀਂ ਨਿਭਾਅ ਸਕਦਾ। ਦੋਹਾਂ ਧਿਰਾਂ ਦੀਆਂ ਤੱਤੀਆਂ ਠੰਡੀਆਂ ਸੁਣਨ ਤੋਂ ਇਲਾਵਾ ਜੁਲਾਹੇ ਦੀ ਨੜੀ ਵਾਂਗ ਏਧਰੋਂ-ਉਧਰ, ਉਧਰੋਂ ਇਧਰ ਤੱਕ ਫਟਾਫਟ ਘੁੰਮਾਈ ਕਰਕੇ ਭਾਨੀਮਾਰਾਂ ਦੀਆਂ ਗਲਤ ਫ਼ਹਿਮੀਆਂ ਦੂਰ ਕਰਨ ਤੋਂ ਇਲਾਵਾ ਦੋਹਾਂ ਰਿਸ਼ਤੇਦਾਰਾਂ ਵਿੱਚ ਸਤਿਕਾਰ ਤੇ ਪ੍ਰੇਮ ਪਿਆਰ ਪੈਦਾ ਕਰਨਾ ਵੀ ਇਸ ਤਰਾਂ ਇੱਕ ਕੰਮ ਹੁੰਦਾ ਹੈ। ਜੋ ਪਿੰਡਾਂ ਵਿੱਚ ਕਿਸੇ ਚੰਗੇ ਸਲੀਕੇ ਵਾਲੇ ਵਰਤਾਉ ਨਾਲੋਂ ਆਰਥਿਕ ਰੋਅਸ਼ ਬਿਠਾਉਣ ਕਾਰਨ ਵਧੇਰੇ ਪੈਦਾ ਹੁੰਦਾ ਹੈ। ਉਪਰੋਕਤ ਘੋੜੇ ਨੂੰ ਖੜ੍ਹੇ ਹੋਣ ਲਿਖੋ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਉੱਤਰ ਲਿਖੋ-
ੳ) ਵਿਚੋਲਾ ਕਿਸ ਨੂੰ ਕਿਹਾ ਜਾਂਦਾ ਹੈ?

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(2)

- ਅ) ਵਿਚੋਲਗੀ ਉਸਾਰੂ ਕੰਮ ਕਿਸ ਤਰ੍ਹਾਂ ਹੁੰਦਾ ਹੈ?
- ੲ) ਵਿਚੋਲੇ ਦੇ ਕਿਹੜੇ ਕਿਹੜੇ ਕੰਮ ਹੁੰਦੇ ਹਨ?
- ਸ) ਵਿਚੋਲਾ ਦੋਹਾਂ ਧਿਰਾਂ ਵਿਚਕਾਰ ਪ੍ਰੇਮ ਪਿਆਰ ਕਿਵੇਂ ਵਧਾਉਂਦਾ ਹੈ?
- ਹ) ਢੁੱਕਵਾਂ ਸਿਰਲੇਖ ਦਿਉ।

ਭਾਗ-ਸ

- 7. ਪੰਜਾਬੀ ਦੀਆਂ ਸਵਰ ਧੁਨੀਆਂ ਬਾਰੇ ਜਾਣਕਾਰੀ।
- 8. ਭਾਸ਼ਾ ਅਤੇ ਉਪਭਾਸ਼ਾ ਵਿਚਲੇ ਅੰਤਰ ਸੰਬੰਧਾਂ ਬਾਰੇ ਚਰਚਾ ਕਰੋ।

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B.Com. (Financial Services) 1st Semester

MUDHLI PUNJABI (In Lieu of Compulsory Punjabi)

Paper : II (ii)

Time Allowed—3 Hours]

[Maximum Marks—50

ਨੋਟ : ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਦੇ ਚਾਰ ਭਾਗ ਹਨ। ਹਰੇਕ ਭਾਗ ਵਿੱਚੋਂ ਇੱਕ ਪ੍ਰਸ਼ਨ ਨੂੰ ਹੱਲ ਕਰਨਾ ਜ਼ਰੂਰੀ ਹੈ। ਪੰਜਵਾਂ ਪ੍ਰਸ਼ਨ ਕਿਸੇ ਵੀ ਭਾਗ ਵਿੱਚੋਂ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ।

ਭਾਗ—ਪਹਿਲਾ

1. ਗੁਰਮੁਖੀ ਵਰਣਮਾਲਾ ਦੀ ਤਰਤੀਬ ਲਿਖੋ। 10
2. ਪੈਰ ਵਿੱਚ ਪੈਣ ਵਾਲੇ ਵਰਣਾਂ ਦੇ ਉਚਾਰਨ ਤੇ ਵਰਤੋਂ ਬਾਰੇ ਚਰਚਾ ਕਰੋ। 10

ਭਾਗ—ਦੂਜਾ

3. ਸਾਧਾਰਨ ਸ਼ਬਦ ਦੀ ਬਣਤਰ ਬਾਰੇ ਉਦਾਹਰਨਾਂ ਸਹਿਤ ਜਾਣਕਾਰੀ ਦਿਉ। 10
4. ਸੰਯੁਕਤ ਸ਼ਬਦ ਦੀਆਂ ਕਿਸਮਾਂ ਬਾਰੇ ਉਦਾਹਰਨਾਂ ਸਹਿਤ ਚਰਚਾ ਕਰੋ। 10

ਭਾਗ—ਤੀਜਾ

5. ਬਾਜ਼ਾਰ ਨਾਲ ਸੰਬੰਧਿਤ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ ਦੇ ਦਸ ਵਾਕ ਬਣਾਉ। 10
6. ਵਪਾਰ ਨਾਲ ਸੰਬੰਧਿਤ ਪੰਜਾਬੀ ਸ਼ਬਦਾਵਲੀ ਦੇ ਦਸ ਵਾਕ ਬਣਾਉ। 10

ਭਾਗ—ਚੌਥਾ

7. ਬਾਰ੍ਹਾਂ ਮਹੀਨਿਆਂ ਦੇ ਨਾਮ ਲਿਖੋ। 10
8. 21 ਤੋਂ 30 ਤੱਕ ਗਿਣਤੀ ਸ਼ਬਦਾਂ ਵਿੱਚ ਲਿਖੋ। 10

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B.Com. (Financial Services) 1st Semester
FINANCIAL ACCOUNTING WITH TALLY
Paper—III

Time Allowed—3 Hours] [Maximum Marks—50

Note :— All questions carry equal marks. Attempt any *five* questions selecting at least *one* from each section. The **fifth** question may be attempted from any Section.

SECTION—A

1. Define Financial Accounting. Discuss nature, scope, objectives and limitations of Financial Accounting.
2. What is Double Entry System ? What rules are applicable to Double Entry System ? Explain advantages and limitations of Double Entry System.

SECTION—B

3. Differentiate between Capital Expenditure and Revenue Expenditure. Identify the following as revenue or capital items. Also state reasons for your answer :
 - (i) Cost of formation of a new company
 - (ii) Payment of compensation to a discharged employee
 - (iii) Carriage paid on goods purchased
 - (iv) Money raised by issue of equity shares
 - (v) Cost of uniform of workers.
4. Write a note on computerized accounting with reference to Tally ERP 9.

SECTION—C

5. Define Goodwill. Explain methods of valuation of goodwill of partnership firms with suitable examples.
6. Write brief notes on :
 - (a) Partnership deed
 - (b) Distribution of profit among partners.

SECTION—D

7. Explain the following in case of admission of a partner with practical example :
 - (a) Adjustment in the profit sharing ratio
 - (b) Adjustment for goodwill.
8. The following is the Balance Sheet of a firm as on 31st December, 2011, when D has become insolvent :

Liabilities	Rs.	Assets	Rs.
Sundry Creditors	10,000	Sundry Assets	50,000
General Reserve	10,000	C's Capital Account	10,000
A's Capital Account	30,000	D's Capital Account	10,000
B's Capital Account	20,000		
	70,000		70,000

The assets realized Rs. 40,000. Creditors are paid in full. Partners share profit and losses equally. You are required to close the books of the firm applying Garner Vs Murray Rule.

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B.Com. (Financial Services) 1st Semester

QUANTITATIVE TECHNIQUES FOR BUSINESS—I

Paper—IV

Time Allowed—3 Hours]

[Maximum Marks—50

Note :— Attempt any *five* questions, selecting at least *one* question from each section. The **fifth** question may be attempted from any Section. Each question carries **10** marks.

SECTION—A

1. In the following frequency distribution the frequency of class interval (30-40) is not known. Find it out, given the arithmetic mean of the distribution is 28 :

Profit per Shop (₹)	0-10	10-20	20-30	30-40	40-50	50-60
No. of Shops	12	18	27	x	17	6

10

2. Compute the mean and mode from the following data :

Class	0-3	3-6	6-10	10-12	12-15	15-18
Frequency	4	8	10	14	16	20

Class	18-20	20-24	24-25	25-28	28-30	30-36
Frequency	24	14	16	11	10	6

10

SECTION—B

3. (a) In a statistical investigation in two villages A and B, the following data is obtained :

Particulars	Village A	Village B
No. of respondents	600	500
Average income (₹)	175	186
Standard deviation (₹)	10	9

- (i) What is the average income of the respondent in the village A and B put together ?
(ii) In which village is the variation in income greater ?
(b) Discuss the properties of standard deviation.

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4. Find the Mean Deviation from the Mean and Median for the following data :

Class Interval	0-10	10-20	20-30	30-40	40-50	50-60	60-70
Frequency	8	12	10	8	3	2	7

10

SECTION—C

5. An enquiry into the budgets of middle class families in a city gave the following information :

Item	% Expenditure	Prices (2014)	Prices (2015)
Food	35	140	170
Rent	15	80	90
Clothing	20	110	130
Fuel	10	60	80
Misc.	20	90	110

What change do you notice in the cost of living in 2015 as compared to 2014 ?

10

6. Calculate the trend values by the method of moving average, assuming a four-yearly cycle, from the following data relating to production :

Year	Production (lakh tonnes)
2001	37.4
2002	31.1
2003	38.7
2004	39.5
2005	47.9
2006	42.6
2007	48.4
2008	64.6
2009	58.4
2010	38.6
2011	51.4
2012	84.4

10

SECTION—D

7. Differentiate between Simple interest and Compound interest. Explain the procedure of calculating Compound interest with help of suitable example. 10
8. What do you mean by discounting ? Discuss various discounting techniques with suitable examples. 10

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B.Com. (Financial Services) 1st Semester

BUSINESS ORGANIZATION AND MANAGEMENT

Paper—V

Time Allowed—3 Hours] [Maximum Marks—50

Note :— Attempt *five* questions, selecting at least *one* question from each section. The *fifth* question may be attempted from any Section. Each question carries 10 marks.

SECTION—A

1. Discuss the characteristics of business. Also explain various types of business.
2. Explain briefly the social responsibilities of business towards different groups of society.

SECTION—B

3. Explain and distinguish between various forms of organization.
4. What are the objectives of business enterprises in the public sector ? Give reasons to justify government participation in commercial and industrial activities.

SECTION—C

5. What is management ? Explain the features and scope of management.
6. Discuss in detail Henry Fayol's contribution to the study of management.

SECTION—D

7. Define the term marketing research. Discuss various methods of conducting marketing research.
8. What is strategic management ? Discuss its need and importance.

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B.Com. (Financial Services) Ist Semester

COMPUTER APPLICATIONS

Paper—VI

Time Allowed—Three Hours] [Maximum Marks—50

Note :—Candidates are to attempt **FIVE** questions, **ONE** from each Section. **Fifth** question may be attempted from any Section. All questions carry equal marks.

SECTION—A

1. Explain the working of Computer with its block diagram.
2. Write short notes on the following :—
 - (a) Generations of Computer
 - (b) Types of Computer.

SECTION—B

3. What is the difference between data and information ? What do you mean by data processing ? Explain the procedure how the raw information is processed in computer.

4. Explain the role of computer and processing of data in the followin :

(a) Education

(b) Health care.

SECTION—C

5. Explain the working of any one primary storage device and one secondary storage device.

6. Explain the working of following :

(a) Modem

(b) MICR.

SECTION—D

7. Explain any five internal and external commands of DOS.

8. Explain the difference between following :

(a) Machine and Assembly Language

(b) System vs. Application Software.

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B.Com. (Financial Services) 1st Semester

**DRUG ABUSE : PROBLEM, MANAGEMENT AND
PREVENTION**

(Problem of Drug Abuse)

Paper—VII

Time Allowed—Three Hours] [Maximum Marks—50

Note :—There are **EIGHT** long answer type questions of equal marks. Candidates are required to attempt **FIVE** questions, selecting at least **ONE** question from each Section. The **fifth** question may be attempted from any Section. (5×10=50)

SECTION—A

1. Write the types of Drugs on Social Basis.
2. Define reasons behind the increase of drug abuse in India.

SECTION—B

3. Write a note on the consequences of Drug Abuse for society.
4. What is problem of Drug Abuse in Punjab ?

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(Contd.)

SECTION—C

5. What is the role of Drug De-addiction Centres for the prevention of Drug Abuse ?
6. How drug abuse is becoming a threat to the school and college going students ?

SECTION—D

7. Write a note on the Family Support in the prevention of Drug Abuse.
8. How internal and exterior environment affects Drug Abuse ?