UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018
Examination: B.B.A. (Hons.)

Subject: Credit Management
PAPER: 1

TIME ALLOWED: 3 Hrs.
MAX. MARKS: 100

NOTE: Attempt any FIVE questions. All questions carry equal marks.

Q: 1	Financial Credit provides an opportunity for growth of business. Discuss the areas of Business where credit can be used for growth.	20
Q: 2	Elaborate different risks a lender faces while extending different types of Credit.	20
Q: 3	Explain in detail the salient features of Good Collections Practices.	20
Q: 4	What are advantages and disadvantages of home mortgage loans.	20
Q: 5	Write a Critical note on Consumer Collection Policies and Practices.	20
Q: 6	Develop a note to highlight financing of Retail and Service Credit Transaction.	20

UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018
Examination: B.B.A. (Hons.)

Subject: Business Research Methods
PAPER: 2

TIME ALLOWED: 3 Hrs.
MAX. MARKS: 100

NOTE: Attempt any FIVE questions. Question # 1 is compulsory.
All questions carry equal marks.

Q: 1	Briefly discuss the following: 1- Data Mining Process 2- Directional and Non-Directional Hypotheses 3- Stratified random sampling 4- Causal Relationships	(4X5) 20
Q: 2	What is a questionnaire? Discuss its development, format and design in detail. Also discuss the sources of existing questions. Support your answer with suitable examples.	20
Q: 3	Define interviews. Discuss the advantages and disadvantages of different types of interviews. Support your answer with the help of suitable examples.	20
Q: 4	What is meant by pilot testing? Why is it important and what are its benefits for the overall research?	20
Q: 5	Define research proposal. What are the contents of a written research proposal? Also explain the chief differences between internal and external proposals.	20
Q: 6	Write a note on exploratory data analysis. Also explain the frequency tables, pie charts, histograms, and pareto diagrams.	20
Q: 7	What is sampling? In detail, discuss the different non-probability sampling techniques.	20

UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018
Examination: B.B.A. (Hons.)

Subject: Mercantile Law
PAPER: 3

TIME ALLOWED: 3 Hrs.
MAX. MARKS: 100

SECTION - I

NOTE: Attempt FOUR Questions. All questions carry equal marks.

Q: 1	Define Void Agreement and briefly discuss the contracts expressly declared void under Contract Act.	15
Q: 2	Define Coercion? What is its effect on a contract?	15
Q: 3	Discuss the Rights and Duties of partners.	15
Q: 4	State the Quasi Contracts recognized under Contract Act 1872.	15
Q: 5	Define Bailor and explain right and duties of Bailor.	15
Q: 6	Discuss the working hours of adult, children and women as stated in factory's law.	15
Q: 7	Define Partnership and explain in detail legal aspects of registration of Partnership.	15

SECTION - II

NOTE: Explain any ten from the following.   (10X4)

1.   Express Contract
2.   Public Offer
3.   Revocation of Offer
4.   Consideration
5.   Mortgage
6.   Arbitration
7.   Non Happening of Event
8.   Pledge
9.   CBA
10. Pledge
11. Partnership Deed
12. Fiduciary Relationship
11. Minor Partner
14. Revocation of Offer
15. Partnership at will

UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018

__Examination: B.B.A. (Hons.)__

Roll No. in Fig. ....

Roll No. in Words. ....

....

Subject: Web Engineering
PAPER: 4

MAX. TIME: 1 Hr. 30 Min.

MAX. MARKS: 50

Signature of Supdt.:

Encircle the MCQS: Attempt All MCQS on the Question Paper only: (2x25=50)

1. Which of the following attributes below are used for a font name?
   - a) Fontname
   - b) fn
   - c) font
   - d) face

2. Is width="100" and width="100%" the same?
   - A) No
   - b) Yes

3. What are <div> tags used for?
   - a) To replace paragraphs. i.e. p tags
   - b) To logically divide the paragraphs
   - c) To logically divide the document
   - d) To provide space between tables

4. What is cell padding?
   - a) Used to separate cell walls from their contents.
   - B) Used to set space between cells
   - c) Both a and b above
   - d) Used to provide width to a cell

5. Can I play audios in HTML?
   - a) No
   - b) Yes

6. What attribute is used to specify number of rows?
   - A) Rownum
   - b) Rownumb
   - c) rn
   - d) Rowspan

7. Which of the following ways below is correct to write a CSS?
   - a) p {color:red;text-align:center};
   - b) p {color:red;text-align:center}
   - c) p {color:red;text-align:center;}
   - d) p (color:red;text-align:center;)

8. The _____ selector is used to specify a style for a single, unique element
   - a) id
   - b) class
   - c) text
   - d) bit

9. ID name should not start with a number
   - a) False
   - b) True

10. Which of the following statements is TRUE for CSS
    - a) An external style sheet is ideal when the style is applied to many pages
    - b) An inline style sheet should be used when a single document has a unique style
    - c) Both and b above
    - d) An external style sheet can be written in HTML.

11. Multiple external style sheets cannot be referenced inside a single HTML document
    - a) True
    - b) False

12. _____ property specifies an image to use as the background of an element
    - a) backg-img
    - b) backg-image
    - c) background-img
    - d) background-image

P.T.O.

13. The _____ property is mostly used to remove underlines from links
a) text-trans   b) text-transformation   c) text-decoration   d) text-deco

14. _____ property can be used Increase or decrease the space between words
a) Space   b) word-spacing   c) word-space   d) Both b and c above

15. The font-size value can be an absolute, or relative size
a) True   b) False

16. To specify table borders in CSS, _____ property is used
a) tbl-border   b) table-border   c) tb-border   d) border

17. element-width proprty can be used to set the width of an element
a) True   b) False

18. which of the following statements is/are true?
a) Hiding an element can be done by setting the display property to "none"
b) Hiding an element can be done by setting visibility property to "hidden"
c) Both a and b above
d) Hiding an element can be done by setting block property to "hidden"

19. Elements in CSS cannot be positioned unless the position property is set first
a) True   b) False

20. The _____ property specifies the stack order of an element
a) d-index   b) s-index   c) x-index   d) z-index

Java Script Section

21. What language defines the behavior of a web page?
HTML   CSS   XML   Java Script

22. Which of the following is the tainted property of a window object in Java Script?
a) Pathname   b)Protocol   c) Defaultstatus   d) Host

23. How to append a value to an array of Java Script?
a) arr[arr.length] = value
b) arr[arr.length+1] = new Arrays()
c) arr[arr.length-1] = value
d) arr[arr.length*1] = value

24. Why so Java and Java Script have similar name?
a) Java Script is a stripped-down version of Java
b) The syntax of Java is loosely based on Java syntax
c) They both support Object Oriented Programming
d) None of the above

25. Which machine actually executes the Java Script?
a) The web server
b) The machine web browser
c) Java Script engine
d) Both A and C

UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018
Examination: B.B.A. (Hons.)

Subject: Web Engineering
PAPER: 4

TIME ALLOWED: 1 Hr. 30 Min.
MAX. MARKS: 30

ATTEMPT THIS (SUBJECTIVE) ON THE SEPARATE ANSWER SHEET PROVIDED

SUBJECTIVE

Q# Attempts any three questions from the followings.(3x10=30)

Question No 2:   What is Java servlet explain its architecture in detail.

Question No 3:   Define JDBC and explain its layered infrastructure in detail.

Question No 4:   What is the cascading style sheet of javascript explain it in detail?

Question No 5: Develop at least three CSS template for menu design and table design.

Question No 6: Define Web Engineering. Draw a diagram to categorize web applications.

UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018
Examination: B.B.A. (Hons.)

Roll No. ....

Subject: Human Resource Management
PAPER: 5

TIME ALLOWED: 3 Hrs.
MAX. MARKS: 100

NOTE: Attempt any FIVE questions. Question # 7 is compulsory.

Q1: Why managing Human Resource has become strategic necessity for the HR managers of today? [20]

Q2: Define job analysis? Also discuss the procedure of conducting job analysis? [5+15]

Q3: Define workforce planning? Also discuss various techniques of personnel need forecasting? [5+15]

Q4: Briefly discuss some benefits of careful selection? Also discuss the importance of validity and reliability of test? [10+5+5]

Q5: what is the difference between structured and unstructured interviews? For what type of job unstructured interviews would be preferred by the management? [10+10]

Q6: Why training is important for the employees? Also discuss various training methods? [20]

Q7: Briefly explain the following? [4*5]

- Line authority and staff authority
- Position replacement card and position replacement chart
- Apprenticeship training
- Layoff and Downsizing

UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018
Examination: B.B.A. (Hons.)

Subject: Auditing
PAPER: 6

TIME ALLOWED: 3 Hrs.
MAX. MARKS: 100

NOTE: Attempt any FIVE questions. Question # 1 is compulsory.

Q.1 Write Short Notes.

a) Expression of opinion.
b) Propriety Audit.
c) Audit program.

d) Internal control system.
e) Limited company.

(5*4)

Q.2 What is a Periodical Audit? What are the advantages and disadvantages of Periodical Audit?
(20)

Q.3 Define Auditing and its scope. Discuss in detail the qualities that an Auditor should have.
(20)

Q.4 What are Audit files? What are the contents of Audit files? What are the advantages of Audit files?
(20)

Q.5 Define External Audit. Explain whether and to what extent the External Auditor use the work of Internal Auditor.
(20)

Q.6 Explain the concept of vouching. Explain the points that the Auditor should keep in mind while vouching the wages.
(20)

Q.7 Under what conditions "SEC" can appoint Auditors. Explain in brief legal provisions regarding remuneration, qualification and disqualification of Auditors.
(20)

UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018
Examination: B.B.A. (Hons.)

Subject: Taxation Management (Basic)
PAPER: 7

TIME ALLOWED: 3 Hrs.
MAX. MARKS: 100

NOTE: Attempt any FIVE questions. Question # 1 is compulsory.

Objective Type

Q. No.1   State with reasons whether the following are admissible or not while computing income from business: (30 Marks)

a) Employees welfare expenditure
b) Cost of issue of shares
c) Fine and penalties
d) Litigation expenses
e) Drawing of proprietor or partners
f) Underwriting commission
g) Brokerage paid for procuring loan
h) Loss of cash embezzled by an employee
i) Provision for bad and doubtful debts
j) Wealth tax paid

Subjective Type

Q.No.2   What are the legal provisions governing the residential status of individual, AOP and Company in Pakistan? (Marks 17.5)

Q.No.3   Discuss at least ten allowable deductions under the head "Income from business or profession" under section 20 of the Income Tax Ordinance, 2001(Marks 17.5)

Q.No.4   State whether the following incomes are exempt from income tax or not, if exempt from tax, state the conditions for exemption: (Marks 17.5)

1) Income of Non-Profit Organizations.
2) Pension
3) Profit on debt

Q. No. 5   What are the different types of perquisites enjoyed by a salaried Individual? Discuss (Marks 17.5)

Q .No. 6   State with reasons whether the following expenses are capital or revenue :(Marks 17.5)

a) Amount paid as compensation for securing cancellation of contract
b) Cost of issuing shares and debentures
c) Rent paid for hired machinery
d) Cost of affixing a signboard at the business place
e) Legal expenses incurred in drafting a partnership deed
f) Interest on loan borrowed for business
g) Cost of experiments
h) Repair charges
i) Payment made for use of a right
j) Cost of patents, trademarks etc.

P.T.O.

Q. No. 7 What is provident fund? Discuss the treatment of various types of provident fund for inclusion in total income and exemption from income tax.

(Marks 17.5)

Q.No. 8 Mr. Muhammad Abdul Rehman received the following amounts during the year ended on 30th June 2017. You are required to calculate his taxable income and the amount of tax payable by him. (Marks 17.5)

- a. Basic Salary (Rs. 48,000-6000-80,000) Rs.60, 000 p.m.
- b. Bonus for the year Rs. 90,000
- c. Free accommodation provided by employer. He was entitled to a house allowance of 60% of basic salary, if accommodation was not provided to him
- d. Conveyance allowance Rs. 8,000 p.m.
- e. Concessional loan obtained from employer @ %5 p.a. Rs. 17,00,000
- f. Medical allowance Rs. 70,000
- g. Agricultural income Rs 100,000
- h. Special allowance Rs 2,95,000
- i. Income from business Rs. 1,50,000
- j. Rental income from property is Rs. 5, 80,000.
- k. Zakat paid under Zakat and Ushar Ordinance Rs 20,000
- l. Tax deducted from salary by employer Rs. 35,000
- m. He donated Rs. 40,000 to University of the Punjab, Lahore

Extract of Rates of Tax for salaried persons for Tax Year 2017

1.	Upto Rs. 4,00,000	Nil
2.	Rs. 400,000 to Rs. 5,00,000	2% of the amount exceeding Rs. 4,00,000
3.	Rs. 500,000 to Rs. 7,50,000	Rs. 2000 + 5% of the amount exceeding Rs. 5,00,000
4.	Rs. 750,000 to Rs. 14,00,000	Rs. 14,500 + 10% of the amount exceeding Rs. 7,50,000
5	Rs. 1400,000 to Rs. 15,00,000	Rs. 79,500 + 12.5% of the amount exceeding Rs. 14,00,000
6	Rs. 1500,000 to Rs. 18,00,000	Rs. 92,000 + 15% of the amount exceeding Rs. 15.00,000
7	Rs. 1800,000 to Rs. 25,00,000	Rs. 137,000 + 17.5% of the amount exceeding Rs. 18,00,000
8.	Rs. 2500,ooo to Rs 30,00,000	Rs. 2,59,500+ 20% of the amount exceeding Rs. 25,00,000

UNIVERSITY OF THE PUNJAB
Third Year: Annual – 2018
Examination: B.B.A. (Hons.)

Roll No. in Fig. ....

Roll No. in Words. ....

....

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Signature of Supdt.:

Subject: Management Information System
PAPER: 8

MAX. TIME: 1 Hr. 30 Min.
MAX. MARKS: 50

<u>**Attempt this Paper on this Question Sheet only.**</u>
Please encircle the correct option. Division of marks is given in front of each question.
This Paper will be collected back after expiry of time limit mentioned above.

Encircle the MCQS: Attempt All MCQS & T/F on the Question Paper only: (2x20=40)

OBJECTIVE PORTION

1. Tactical plans may focus on decisions staffing, advertising and pricing.
    a) True   b)False

2_____ ensuring that performance meets established standards that worker's activities occurs as planned and that the organization process.
    a) Controlling
    b) Planning
    c) Leading
    d) Organizing

3_____ is the process of recording, classifying and summarizing the financial activities of an organization.
    a) Planning
    b) Managerial
    c) Accounting
    d) Diagnosis

4.Human and computers are _____ in their ability to filter and save information.
    a) Similar
    b) Different
    c) Complementary
    d) absolute

5.EDI is an example of _____.
    a) Decision making
    b) Boundary system
    c) Coordination
    d) Modeling

6.Telecommunications means multiple computer interconnected into networks is called _____
    a) Distributed database
    b) Distributed processing
    c) Central processing
    d) Data transferability

7.Newspaper, magazine, radio, television are example of _____.
    a) Storing information
    b) Retrieving information
    c) Communication information
    d) Acquiring information

8.MRS stands for _____.
    a) Management reporting system
    b) Management resource system
    c) Management retrieve system
    d) Management repository system

9.EIS should offer the capability to _____into the data.
    a) Drill down
    b) Drill up
    c) Drill diagonal
    d) All of the above

Page 1 of 3

10.A _____ strategy seeks to achieve competitive advantages by allowing the business unit to make more profit than its competitors

a) Focus
b) Cost leadership
c) Linkage
d) Information leadership

11. Security means protection against theft, manipulation and loss of data

a) True   b) False

12. EMS stands for enterprise management system.

a) True   b) False

13. _____ is a feature provided for ensuring that the transaction is completed with regards to the business rules set by the management

a) Advocacy
b) Authorization
c) Signature
d) Policy formulation

14. The architecture of the MIS plan provides:

a) A way to handle the system or subsystem by way of simplificatioOn, coupling and decoupling of subsystems.
b) For preparing the schedule of the system in the overall information requirement
c) An online information on the stocks markets and the accounts balance
d) None of these

15. Michael hammer defines re-engineer as _____ and radical redesign of business process to achieve the performance such as cost, quality, service and speed

1. Business process
2. The fundamental rethinking
3. Organization restructuring
4. None of the above

16. The _____ calls for trimming and chopping of these designs so that the cost is reduced, service is improved and the customer gets higher value at a higher speed.

1. Business process
2. Radical redesign
3. The fundamental rethinking
4. None of these

17. Re-reengineering calls for a change in the performance measures :- the cost, quality, efficiency, overheads and many others.

a) True   b) False

18. A _____ process in any area of the business organization performs basic steps such as, receive input, measure, analyze, document, perform, process, record / store, access, produce and communicate.

1. Value
2. Decision making
3. Business
4. Re-engineering

19. A _____ is a measure, an intangible measure, which is difficult to count in clear terms.

a) Model
b) Business
c) Value
d) Organization

20. The business re-engineering requires a major change in the _____.

1. Machine
2. Mindset
3. Material
4. Infrastructure

Q.No.2 Attempt the following short questions: **(5 x 2 = 10)**

1.   Define ERp and explain functions of it?

_____

_____

_____

_____

2.   Define TPS in detail.

_____

_____

_____

_____

3.   How SCM works briefly explain it?

_____

_____

_____

_____

4.   What is system?

_____

_____

_____

_____

5.   What is exceptional report?

_____

_____

_____

_____

UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018

Examination: B.B.A. (Hons.)

Subject: Management Information System

PAPER: 8

TIME ALLOWED: 1 Hr. 30 Min.

MAX. MARKS: 30

ATTEMPT THIS (SUBJECTIVE) ON THE SEPARATE ANSWER SHEET PROVIDED

| SUBJECTIVE PROTION |

Note: Attempt any THREE Questions: (3x10= 30)

Q.No.3   (10)

What is reporting system explain its flow in the management.

Q.No.4   (5+5)

a) How DSS and ES works explain in detail with diagram.

b) What is centralized and Decentralized database explain in detail

Q.No.5   (5+5)

a) What are the basic structure of MIS explain with diagram in detail.

b) Define and explain the models of the systems in detail.

Q.No.6   (5+5)

a) Define and explain the decision making process explain it in detail.

b) How to develop the system by using developing procedure.

UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018
Examination: B.B.A. (Hons.)

Subject: Development Economics/International Economics
PAPER: 9

TIME ALLOWED: 3 Hrs.
MAX. MARKS: 100

NOTE: Attempt any FIVE questions. All questions carry equal marks.
Question # 1 is compulsory.

QNo.1. Define The Followings?

i.	Infrastructure	Vi.	International Debt
ii.	Economic Development	Vii.	Capital-Output Ratio
iii.	Human Capital	Viii.	Absolute Poverty
iv.	Gross National Product	Ix.	Per Capita Income
v.	Dualism	x.	Indirect Taxes

QNo.2. Critically discuss the New Growth theory in detail? Also explain its assumptions and limitations?

QNo.3. Discuss some major economic characteristics of less developed countries?

QNo.4. Define national income and its various concepts? Explain circular flow of national income with the help of a diagram?

QNo.5. Differentiate between absolute and relative poverty? Identify its major causes in developing countries? How can we control on poverty? Give measures?

QNo.6. Define Unemployment? Identify its major causes? What are its various types? How can we reduce unemployment In Less Developed Countries?

QNo.7. Write a short note on any **TWO** of the followings?

    a. International Dependence Revolution

    b. Stages of Economic Growth

    c. HDI-Human Development Index

UNIVERSITY OF THE PUNJAB
Third Year: Annual – 2018
Examination: B.B.A. (Hons.)

Roll No. ....

Subject: Current Business Affairs
PAPER: 10

TIME ALLOWED: 3 Hrs.
MAX. MARKS: 100

SECTION - I

NOTE: Attempt FOUR Questions. All questions carry equal marks.

Q: 1	"Textile is a main contributor to exports from Pakistan". Discuss in light of problems being faced by the sector also give suggestions for improving its performance.	15
Q: 2	"Development of Information Technology will lead to increase in Business volume". Discuss.	15
Q: 3	Explain in detail the role of Large Scale manufacturing Sector in economic development of Pakistan. Also discuss the problems of this sector.	15
Q: 4	Explain in detail the importance of Taxation in resource mobilization.	15
Q: 5	'Trade and not Aid is a solution for meeting Trade deficit". Discuss.	15
Q: 6	Define letter of credit and discuss various kinds of letter of credit.	15
Q: 7	Explain in detail role of stock Market in Capital formation.	15

SECTION – II

NOTE: Explain any ten from the following.   (10x4)

1. Preference Shares
2. CPEC
3. Musharika
4. Stagflation
5. Open Market Operation
6. Mortgage
7. Energy Crisis
8. Bills of Exchange
9. Stock Market Index
10. Long Term Loan
11. IMF
12. Live Stock in Pakistan
13. Importance of Dams
14. Market Capitalization
15. Online Transfer

UNIVERSITY OF THE PUNJAB

Third Year: Annual – 2018

Examination: B.B.A. (Hons.)

Roll No. ....

Subject: Corporate Governance
PAPER: 11

TIME ALLOWED: 3 Hrs.
MAX. MARKS: 100

Section-1
QUESTION 1 IS COMPULSORY

Q. 1   Give short answers to the following: 4*10=40

i)   Define Single Member Company

ii)   Difference between Common Shares and Preferred Shares

iii)   Difference between Management and Owners

iv)   Requirement to Attend Board Meeting

v)   Term of Reference

vi)   Why Independent Non-Executive Director (INED's) are important?

vii)   Preferred and Common stocks

viii)   Pakistan Mercantile Exchange

ix)   Reporting procedure for Audit committee

x)   Appointment of company secretary

Section-2
ATTEMPT ANY FOUR QUESTIONS.

Q.2.   Discuss the compliance with code of corporate governance.   15

Q.3.   Discuss the key information to be placed for decision by board of directors.   15

Q.4.   Define Security and Exchange Commission of Pakistan. Discuss functions of Security and Exchange Commission of Pakistan.   15

Q.5.   Discuss the frequency of financial reporting and importance of financial reporting.   15

Q.6.   Discuss in detail the responsibilities and function of the Board of Directors.   15

Q.7.   What is the difference between Internal and External Auditor? Also discuss Director's report to shareholders.   15

Q.8.   Discuss why good governance is important for corporate?   15