

# Assignments-A Y:2023-24



## MBA Programme-ODL Mode (First Semester)

Course Code	Course Title	Assignment No
DCMBA-11	Management Principles and Organizational Behaviour	DCMBA-11/TMA-1
		DCMBA-11/TMA-2
DCMBA-12	Business Statistics	DCMBA-12/TMA-1
		DCMBA-12/TMA-2
DCMBA-13	Managerial Economics	DCMBA-13/TMA-1
		DCMBA-13/TMA-2
DCMBA-14	Financial Reporting , Statements and Analysis	DCMBA-14/TMA-1
		DCMBA-14/TMA-2
DCMBA-15	Legal and Business Environment	DCMBA-15/TMA-1
		DCMBA-15/TMA-2
DCMBA-16	Business Communication and Soft Skills	DCMBA-16/TMA-1
		DCMBA-16/TMA-2
DCMBA-17	Computer Applications for Business	DCMBA-17/TMA-1
		DCMBA-17/TMA-2

***Students Please Note that the Last date for submission of all the Assignments is 30-01-2024***

**School of Management Studies and Commerce  
Centre for Distance and Online Education  
Vels Institute of Science, Technology and Advanced Studies  
Pallavaram, Chennai-600117**

Dear Student,

As you are aware that a weightage of 30 per cent, has been allotted for Continuous Internal Assessment(CIA), which would consist of two Tutor-Marked Assignment (TMA) for the Courses DCMBA-11: Management Principles and Organizational Behaviour, DCMBA-12: Business Statistics, DCMBA-13: Managerial Economics, DCMBA-14: Financial Reporting , Statements and Analysis, DCMBA-15: Legal and Business Environment, DCMBA-16: Business Communication and Soft Skills and DCMBA-17: Computer Applications for Business. The two assignments are given in this booklet for each course, and it consists of two parts, Part A and B. The total marks of all the parts are 30, of which a minimum of 15 marks are needed to pass it.

### **Instructions for Writing Your Assignments**

Student before attempting the assignment please read the following instructions carefully:

On top of the first page of your answer sheet, please write the details exactly in the following format:

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**Enroll No:**

**Name:**

**Address:**

**Course Code:**

**Course Title:**

**Assignment No:**

**Date of Submission:**

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**Please follow the above format strictly to facilitate evaluation and to avoid delay.**

- 1) Use only foolscap A4 size writing paper (but not of very thin variety) for writing your answers.
- 2) Leave 4 cm margin on the left, top and bottom of your answer sheet.
- 3) Your answers should be precise.
- 4) Write Part A and Part B of this assignment, and submit the complete assignment answer sheets within the due date.
- 5) The assignment answer sheets are to be submitted to the Director, CDOE-VISTAS within the due date.
- 6) Answer sheets received after the due date shall not be accepted.
- 7) We strongly suggest that you retain a Xerox copy of your assignments answer sheets for record purpose.
- 8) This assignment is valid for the year AY:2023-24. If you have failed in this assignment or fail to submit it by 31-01-2024, then you need to get the assignment for the year CY:2024, and submit it as per the instructions.
- 9) You cannot fill the examination form for this course until you have submitted this assignment. For any kind of enquiry, you can contact: director.cdoe@vistas.ac.in.

***VISTAS-CDOE wish you good luck for successful completion of your programme.***

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Programme Name	:	MBA
Course Code	:	DCMBA-11
Course Name	:	Management Principles and Organizational Behaviour
Batch	:	AY: 2023-24
Maximum CIA Marks	:	30 Marks
Assignment No	:	DCMBA-11/TMA-1

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**Note:** Internal Assignment carries 30 Marks and consists of descriptive type of questions. For each Course students are expected to write about 1 page for each question in Part-A and 3 pages for each question in Part-B. Submission of Assignment is compulsory. The written Assignments are to be submitted to the Director, Centre for Distance and Online Education, Vels Institute of Science, Technology and Advanced Studies, Pallavaram, Chennai-600117 on or before last date either by post or in-person.

**Part-A: 15-Marks (3-marks for each question)**

1. Write a note on managerial practices.
2. Write a note on evolution of management.
3. Write a short notes on a) Stress b) Job Satisfaction
4. Explain the ways to improve perceptions?
5. Write a short note on grapevine communication.

**Part-B: 15-Marks (5-marks for each question)**

1. Differences between formal and informal groups.
2. Describe the types of personality.
3. Compare Theory X and Theory Y.

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Course Code	:	DCMBA-11
Course Name	:	Management Principles and Organizational Behaviour
Batch	:	AY: 2023-24
Maximum CIA Marks	:	30 Marks
Assignment No	:	DCMBA-11/TMA-2

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**Note:** Internal Assignment carries 30 Marks and consists of descriptive type of questions. For each Course students are expected to write about 1 page for each question in Part-A and 3 pages for each question in Part-B. Submission of Assignment is compulsory. The written Assignments are to be submitted to the Director, Centre for Distance and Online Education, Vels Institute of Science, Technology and Advanced Studies, Pallavaram, Chennai-600117 on or before last date either by post or in-person.

**Part-A: 15-Marks (3-marks for each question)**

1. Define a) Team building, b) Group Cohesiveness
2. Write a note on organizational design.
3. What are benefits and drawbacks of delegation?
4. List out the importance of corporate social responsibility
5. Write a note on the objectives of Organization Behaviour.

**Part-B :15-Marks(5-marks for each question)**

1. Explain any 2 types of Organizational Structure.
2. Explain the three steps in Lewin's model for change?
3. Discuss the role of Business ethics in the current scenario.