



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର, ଓଡ଼ିଶା
Odisha State Open University, Sambalpur, Odisha
Established by an Act of Government of Odisha.

ASSIGNMENT – 5 to 8

SESSION: 2015-16

DIPLOMA IN MANAGEMENT

(DIM)

Please read the instructions carefully before attempting assignment questions.

INSTRUCTIONS

Dear Learner,

Welcome to the Diploma Programme in Management offered by Odisha State Open University, Sambalpur.

You are required to submit one assignment per course within the stipulated time in order to become eligible to appear in the term-end examination. The assignments will be evaluated by the counselors at your Study Centre. Please submit your assignment response to Coordinator of the Study Centre. Before you attempt the assignments, please go through the course materials carefully. Please read the instructions pertaining to an assignment before you start writing your answer. Do not copy from the course material or from any other source. You are advised to read the material carefully, understand the same and write answers in your own language and style so that you will get good marks/grades.

Purpose of Assignments:

1. Assignments are part of the continuous evaluation process in Open and Distance Learning (ODL) system. Due weightage is given to the marks/grades you obtain in assignments. This will help you for better performance in the term-end examination. If you secure good grades/marks in assignments, your overall performance will improve.
2. Assignments are also a part of the teaching-learning process in ODL. Your assignment, after evaluation, will be returned back to you with specific and general comments by the evaluator. This will help you to know your strength as well as your weakness. Thus, it will establish a two-way communication between learner and evaluator.

How to write assignments:

1. Write your name, programme code, course title, enrolment no. and study centre code in the top sheet of the assignment answer booklet.
2. Write the answers in your handwriting. Give sufficient margin in the left side of each page so that the evaluator will give comments on each paragraph/page.
3. Do not cross the word limit given in each question.
4. Your handwriting should be neat and readable.

Weightage for each assignment:

1. Each assignment will carry 25% weightage and term-end examination will carry 75% weightage.
2. Each assignment will be of 100 marks. But it will carry 25% weightage.
3. You have to score minimum pass mark i.e. 40% in each assignment. In case you do not submit assignment or get fail mark in assignment you have to re-submit in the next year.

SUBMISSION DATES FOR ASSIGNMENTS

Course Code	Course Title	Date of Submission	Day as per Calendar
SEMESTER-2			
DIM-05	ACCOUNTING FOR MANAGERS	23 rd OCTOBER, 2016	SUNDAY
DIM-06	PRODUCTION AND OPERATIONS MANAGEMENT	23 rd OCTOBER, 2016	SUNDAY
DIM-07	STRATIGIC MANAGEMENT	30 th OCTOBER, 2016	SUNDAY
DIM-08	LEGAL ASPECTS OF BUSINESS	30 th OCTOBER, 2016	SUNDAY

ASSIGNMENT-5

DIM-05 (ACCOUNTING FOR MANAGERS)

[Full Marks: 100]

Total Credit: 4

2x 20 marks each

1. GROUP- A (Long Answers Questions)

- Write in brief about Financial Management and discuss the scope and functions of Financial Management.
- “Accounting is closely connected with control”. Elaborate the statement and discuss the role of accounting feedback in the process of control.

3 x 10 marks each

2. GROUP - B (Medium Answers Questions)

- Explain in details the various accounting concepts and discuss the application of these concepts in the preparation of financial statements
- What are the various techniques of financial management?
- From the following particulars, Prepare a balance sheet as on 31st March, 2015

Particulars	Rs.	Particulars	Rs.
Capital	50,000	Loan to smith	5,000
Business premises	55,000	Investments	3,000
Furniture & Fixtures	2,500	Cash-In-hand	200
Bills Receivable	3,500	Cash at bank	3,500
Bills Payable	2,500	Proprietor's withdrawals	3,000
Sundry Debtors	20,000	Net profit	38,900
Sundry Creditors	15,800	Closing Stock	7,000
Packing Machinery	4,500		

6x 5 marks each

3. GROUP - B (Medium Answers Questions)

- Discuss the role of an accountants in the modern business
- What are Bad Debts? How do we deal with possible bad debts in accounting?
- What is the purpose of accounting information system in an organization?
- What is depreciation? What are the various methods of depreciation?
- Explain the following terms:-
 - Reserve and surplus
 - Accounts receivable
 - Contingent Liabilities
 - Inventory
 - Temporary Investments
- Distinguish between these following two:
 - Operating profit
 - FIFO and LIFO methods of inventory valuation

ASSIGNMENT-6

DIM-o6 (PRODUCTION AND OPERATIONS MANAGEMENT)

[Full Marks: 100]

Total Credit: 4

2x 20 marks each

1. GROUP- A (Long Answers Questions)

- a. Describe in detail the concept of production and operations management with its objectives and functions.
- b. Define product planning and control (PPC). Explain the objectives, scope and element of production planning and control.

3 x 10 marks each

2. GROUP – B (Medium Answers Questions)

1. Differentiate between product layout and process layout. Also discuss the significance of each type.
2. Explain the concept of preventive maintenance with suitable examples from the industry.
3. What is plant location? Discuss major factors affecting location decision for steel industry.

6 x 5 marks each

3. GROUP - C (Short Answers Questions)

1. Explain the concept of lean production system.
2. What are the concepts of quality management? How quality control is different from inspection?
3. What are the factors affecting inventory control policy?
4. Describe the duties and responsibilities of production manager.
5. Differentiate between value analysis and value engineering
6. Explain the concept of ABC analysis.

ASSIGNMENT-7

DIM-07 (STRATEGIC MANAGEMENT)

[Full Marks:100]

Total Credit: 4

2x 20 marks each

1. GROUP- A (Long Answers Questions)

1. Discuss the various steps of analysis and implementation of strategies.
2. According to Porter's five forces model what determines the intensity of competition in an industry?

3 x 10 marks each

2. GROUP – B (Medium Answers Questions)

1. How SWOT analysis process is undertaken in competitive environment? Explain with examples.
2. Why value chain analysis is considered strategically most important?
3. What do you mean by joint-ventures? Explain the recent cases of mergers and acquisition with examples.

6 x 5 marks each

3. GROUP - C (Short Answers Questions)

1. Explain the long term objectives of the business with examples.
2. Write notes on Environmental analysis.
3. Distinguish between vision and mission.
4. Explain the concept of strategy.
5. Mention the important characteristics of mission statement.
6. Differentiate between policy and strategy.

ASSIGNMENT-8

DIM-o8 (LEGAL ASPECTS OF BUSINESS)

[Full Marks:100]

Total Credit: 4

2x 20 marks each

4. GROUP- A (Long Answers Questions)

1. Discuss the various essential elements of a contract under The Indian Contract Act, 1872.
2. What do you mean by unfair trade practices? How such practices can be checked. Discuss the provisions.

3 x 10 marks each

5. GROUP – B (Medium Answers Questions)

1. Explain the scope of business law. What are the broad areas of coverage under business law?
2. What remedies are available to an aggrieved party on the breach of contract?
3. When can a seller resell the goods as per the provisions of the sale of Goods Act, 1930?

6 x 5 marks each

6. GROUP - C (Short Answers Questions)

1. What are the essential conditions of a valid contract?
2. Amit gives guarantee to Sumit for the payment of loan due from Karan, a minor. On the due date, Karan fails to repay the loan. What will be the liability of Amit for the replacement of loan?
3. What are the rights of consumers?
4. What do you mean by Quasi- contract?
5. Under the Sale of Goods Act, list out the rights of an unpaid seller.
6. Explain the distinct features of Negotiable Instruments.