

# Shri Gosar Hansraj Gosrani Commerce and Shri D D Nagda BBA College-Jamnagar

## Assignment / Books / Presentation Topic Submission Schedule

BBA Sem-1 C (2025-26)

| Sr No | Class name  | Div | Course Category | Subject                            | Teacher Name         | Class counsellor Name | Assignment /Books/Prestation Topic name  | Submission Last Date |
|-------|-------------|-----|-----------------|------------------------------------|----------------------|-----------------------|--|----------------------|
| 1     | B.B.A Sem 1 | C   | Major           | Principle of Mangaement            | Mr. Bhavya Doshi     | Ms. Dhanya Vasoya     | Planning process   | 06-05-2025           |
| 2     | B.B.A Sem 1 | C   | Major           | Buisness, Organisation & Structure | Ms. Khyati Khimasiya | Ms. Dhanya Vasoya     | <p style="text-align: center;">UNIT -1</p> <p style="text-align: center;">1. What is Business? Explain its characteristics &amp; objectives</p> <p style="text-align: center;">2. What is Profession? Explain its characteristics</p> <p style="text-align: center;">3. What is Business Organisation? Draw a Flow chart of Forms of Business organisation.</p> <p style="text-align: center;">4. Explain in Detail – Forms of Business Organisation – Private &amp; Public Sector</p> <p style="text-align: center;">UNIT - 2</p> <p style="text-align: center;">1. What is Sole Proprietorship? Explain its characteristics. State its advantages &amp; disadvantages (head points only).</p> <p style="text-align: center;">2. What is Partnership? Explain its characteristics. State its advantages &amp; disadvantages (head points only).</p> <p style="text-align: center;">3. Write a note on Partnership deed and stat types of partners (head points only)</p> <p style="text-align: center;">4. Difference between Sole Proprietorship and Partnership.</p> <p style="text-align: center;">5. What is LLP? State its Features &amp; Eligibility Criteria (head points only)</p> <p style="text-align: center;">6. Write a note on HUF.</p> | 06-05-2025           |

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| 3     | B.B.A Sem 1 | C   | Minor           | Fund. of Accounting   | Ms. Dhanya Vasoya | Ms. Dhanya Vasoya     | <p>Assignment: Prepare a Budget for Starting a New Business Format: Printed PDF submission<br/>                     Answer all the following questions in a structured format. Your report must include relevant tables, figures, and if applicable, images (like your logo). Be creative with your business idea!</p> <ol style="list-style-type: none"> <li>1. What is the name of your business?</li> <li>2. Design a logo for your business. (Attach it in the document or on a separate page.)</li> <li>3. Write the Vision Statement for your business.</li> <li>4. Write the Mission Statement for your business.</li> <li>5. Write a brief introduction about your business idea. (What do you sell/provide, who is your target audience, and what is the aim of your business?)</li> <li>6. What is the Unique Selling Proposition (USP) of your business? (What makes your business different from others in the market?)</li> <li>7. List and estimate the startup fixed costs required to launch your business.</li> <li>8. Estimate the monthly operating costs of your business.</li> <li>9. Calculate the total funds required for the first 3 months of business operations.</li> <li>10. What are your proposed sources of finance?</li> <li>11. What are the GST registration details for your business?</li> <li>12. Create a sample GST invoice for one customer</li> </ol> | 06-05-2025           |
| 4     | B.B.A Sem 1 | C   | MDC             | Business Mathamactics | Ms. Umangi Shah   | Ms. Dhanya Vasoya     | <a href="https://drive.google.com/file/d/1vAivBfG0VbfuJhf5M6Q_Tj5bMZC137C">https://drive.google.com/file/d/1vAivBfG0VbfuJhf5M6Q_Tj5bMZC137C</a>   | 06-05-2025           |
| 5     | B.B.A Sem 1 | C   | AEC             | ENGLISH               | Ms. Jigna Vyas    | Ms. Dhanya Vasoya     | Write all the 40 Idioms and Phrases three times.  | 06-05-2025           |

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| 6     | B.B.A Sem 1 | C   | SEC             | Information Techonolgy  | Ms. Aishwariya Raj   | Ms. Dhanya Vasoya     | UNIT-1<br>1) MICROSOFT WORD<br>2) KEY ASPECTS<br>3) CREATE A BLANK DOCUMENT<br>4) CREATE A BLANK DOCUMENT USING TEMPLATE<br>5) INSERT HYPER LINKS<br>6) CREATE BOOKMARKS<br>7) APPLY DOCUMENT STYLE<br>8) MOVE AN OBJECT TO SPECIFIC LOCATION<br>9) MODIFY PAGE SETUP<br>10)APPLY DOCUMENT STYLE SET<br>11) INSERT HEADER AND FOOTER<br>12) INSERT PAGE NUMBER<br>13) FORMAT PAGE BACKGROUND<br>14) USE OF BULLETS AND NUMBERS<br>15) INSERT WATERMARKS<br>16) SPELLING AND GRAMMAR CHECK | 06-05-2025           |
| 7     | B.B.A Sem 1 | C   | VAC             | Indian Knowleged System | Ms. Jalpa Bhesdadiya | Ms. Dhanya Vasoya     | " Write a story of business of Indian Entrepreneurs" (any 1 )<br>Explain- "Traditional knowledge is very important, but it is challenging to gain traditional knowledge In today's modern times."<br>List any four methods by which knowledge was imparted in ancient India & any four methods in which modern students get knowledge today.  | 06-05-2025           |