

# **Bachelor of Commerce (General)**

**B.Com G**

**CHOICE BASED CREDIT SYSTEM**

**BCOC – 132: Business Organisation and Management**

**ASSIGNMENT**

**2024-25**

**Valid from 1<sup>st</sup> July 2024 to 30<sup>th</sup> June 2025**

**First Semester**



**School of Management Studies**

**Indira Gandhi National Open University**

**Maidan Garhi, New Delhi -110068**

**BACHELOR OF COMMERCE (GENERAL)**  
**CHOICE BASED CREDIT SYSTEM**  
**BCOC – 132: Business Organisation and Management**

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Dear Students,

As explained in the Programme Guide, you have to do one Tutor Marked Assignment in this Course. The assignment has been divided into three sections. Attempt all the three sections.

Assignment is given 30% weightage in the final assessment. To be eligible to appear in the Term-end examination, it is compulsory for you to submit the assignment as per the schedule. Before attempting the assignments, you should carefully read the instructions given in the Programme Guide.

1. Those students who are appearing in December 2024 exams. They should download the new assignment and submit the same latest by 15 October 2024.
2. Those students who are appearing in June 2025 Term End Examination they have to submit latest by in 15 March 2025.

You have to submit the assignment of all the courses to the Coordinator of your Study Centre.

## **TUTOR MARKED ASSIGNMENT**

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<b>COURSE CODE</b>	<b>:</b>	<b>BCOC-132</b>
<b>COURSE TITLE</b>	<b>:</b>	<b>Business Organisation and Management</b>
<b>ASSIGNMENT CODE</b>	<b>:</b>	<b>BCOC-132/TMA/2024-25</b>
<b>COVERAGE</b>	<b>:</b>	<b>ALL BLOCKS</b>

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**Maximum Marks: 100**

**Note: Attempt all the questions.**

### **Section-A**

**(Attempt all the questions. Each question carries 10 marks.)**

- Q.1** How technology has impacted the business in today's time, and what are its benefits? **(10)**
- Q.2** What are the forms of organisation in public enterprises? Explain the features of each form. **(10)**
- Q.3** What do you understand by centralisation and decentralisation? Also, explain the advantages and disadvantages of decentralisation? **(10)**
- Q.4** Explain the nature and significance of vertical, horizontal and diagonal communication channels. **(10)**
- Q.5** Describe the concept of product life cycle. Explain various stages of product life cycle. **(10)**

### **Section-B**

**(Attempt all the questions. Each question carries 6 marks.)**

- Q.6** What is the main distinction between the economic activity and non-economic activity? **(6)**
- Q.7** What are the objectives of a cooperative form of organisation? Explain its merits and limitations. **(6)**
- Q.8** What do you mean by span of control? Discuss factors affecting span of control. **(6)**
- Q.9** Explain Herzberg's two-factor theory and differentiate it from Maslow's theory of Need Hierarchy. **(6)**
- Q.10** Elucidate the difference between Primary Market and Secondary Market? **(6)**

### **Section-C**

**(Attempt all the questions. Each question carries 5 marks.)**

- Q.11** What are the features of Technological Innovation? **(5)**
- Q.12** Why is forecasting so important for planning? **(5)**
- Q.13** What do you mean by team effectiveness? **(5)**
- Q.14** What do you mean by dynamics of employer-employee relations ? **(5)**