

**TUTOR MARKED ASSIGNMENT (2025)****Introduction to Finance and Accounting: Business Process Outsourcing****Maximum Marks: 100****Course Code: BPOI – 101****Weight age: 30%**

**Note:** This assignment covers all of **Course 1**. **All questions are compulsory**. Marks assigned to the questions have been shown in the bracket.

**Q1. Fill in the blanks: (1x5=5)**

- i. ----- refers to any commercial activity that is undertaken in an organization.
- ii. Payroll is a ----- function.
- iii. Working from home rather than going to office is termed as-----.
- iv. IFRS means -----.
- v. Stability check is done in -----.

**Q2. True or False: (1x5=5)**

- i. Companies start outsourcing with the critical and essential processes.
- ii. General Electric's (GE) is an electronic industry.
- iii. An issue escalation tool is an efficiency tool.
- iv. The only thing which is constant in life is change
- v. External sourcing advisors are consultants.

**Q3. Write short notes on: (In about 200 -250 words) (10x3=30)**

- i. Any one career option in BPO
- ii. Selection criteria used by employers in F&A BPO
- iii. Working conditions in BPO

**Q4. Differentiate between: (12.5x2=25)**

- i. Voice and non- voice processes
- ii. Off-shoring and Out sourcing

**Q5. Explain the different phases in Finance and Accounting Outsourcing? (15)**

**Q6. Describe the various stages Enabling Technologies & their impact in a BPO organization. (20)**

**Last Date for Submission of Assignment (or as and when notified by the University)**

**For June TEE Exam  
For December TEE Exam**

**31<sup>st</sup> March  
30<sup>th</sup> September**