

# **Bachelor of Commerce – Part – I**

## **BUSINESS ORGANIZATION**

### **Subsidiary Paper – I**

**Full Marks: 100**

**INSTRUCTIONS:** Ten questions shall be asked. Each question will carry equal marks. First question is compulsory and shall consist of Ten Multiple Choice Questions. The rest questions will be of subjective type which may include long questions and short notes.

**Unit – I:**

Characteristics of a business owned by a Single Individual, Partnership and a Joint Stock Company. Factors affecting the size of a business unit.

**Unit – II:**

Meaning and difference between Organization, management and administration. Type of Organizations – Line, Functional and Staff.

**Unit – III:**

Business combination – Causes, Effects, Types and Forms. Scientific Management and Rationalization.

**Unit – IV:**

Methods of Remunerating Labour – Time Rate, Piece Rate and Incentive Plane i.e. Taylor Emerson, Hassle, Rowan and Gantt.

**Unit – V:**

Large scale Retailing – Departmental store, Multiple shops, e-commerce and Super Bazar. Source of Business Finance – Short Term and Long Term. Stock Exchange and Produce Exchange, meaning, Functions and Importance-spot and Future Transactions–  
Regulation of Stock Exchange in India.

**Books Recommended:**

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|------|--------------------------------------|---|-----------------------|
| I.   | Dr. Yogendra Prasad Verma (S. Chand) | : | Vyapar Prabhand       |
| II.  | R. k. Sharma                         | : | Business Organization |
| III. | F. C. Sharma                         | : | Business Organization |