

Directorate of Distance Education  
Swami Vivekanand Subharti University  
II Year

# **BACHELOR OF COMMERCE**

## **(B.COM)**

**B.COM/ASSIGN/ III/SEM/A-2020-21**

**Assignments**

**(For JUNE Academic Batch-2020-21)**

**B.COM-301, B.COM-302, B.COM-3, SEC-**

**01,**



**DIRECTORATE OF DISTANCE EDUCATION**  
**SWAMI VIVEKANAND SUBHARTI UNIVERSITY**  
Subhartipuram, NH-58, Delhi-Haridwar-Meerut

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**Detail of Program**

Course Code	Name of Subject	Page No.
B.COM-301	Auditing	3
B.COM-302	Income Tax Law and Practice	4
B.COM-303	Company Law	5
SEC-01	Personality Development & Communication Skill	6

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Course Code : B.COM-301  
Course Title : Auditing  
Assignment No. : B.COM-301/ A-2020-21  
Maximum Marks : 15  
Words : 100 words

Attempt all questions.

All questions carry equal marks.

Q.1. What is the meaning of 'Audit Note Book'? What are its contents?

Q.2. Explain the term "Internal Control". What are the advantages of review of 'Internal Control' to the auditor?

Q.3. Explain the different factors to be considered while determining the sample size.

Q.4 Write a short note on Auditing.

Q.5 Explain the Vouching Verification of Assets.

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Course Code : B.COM-302  
Course Title : Income Tax Law and Practice  
Assignment No. : B.COM-302/ A-2020-21  
Maximum Marks : 15  
Words : 200 words

Attempt all questions.

All questions carry equal marks.

Q.1. Every financial year is a previous year as well as assessment year. Discuss.

Q.2. How is residential status determined?

Q.3. It is only the owner of the house property who is chargeable to tax on income.

Q.4 What is Depreciation?

Q.5 Explain the two methods of depreciation .

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Course Code : B.COM-303  
Course Title : Company Law  
Assignment No. : B.COM-303/ A-2020-21  
Maximum Marks : 15  
Words : 200 words

Attempt all questions.

All questions carry equal marks.

- Q.1 What do you mean by Quorum? Distinguish between transfer and transmission of shares?
- Q.2 Explain the major features of public companies.
- Q.3 What do you mean by ordinary and special resolution?
- Q.4 Describe the company law.
- Q.5 Explain the major features of private companies.

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Course Code : SEC-01  
Course Title : Personality Development & Communication Skill  
Assignment No. : SEC-01/ A-2020-21  
Maximum Marks : 15  
Words : 200 words

Attempt all questions.

All questions carry equal marks.

Q.1 Write a short note on communication skill.

Q.2 Describe the types of communication.

Q.3 What do you mean by active and passive listening skills?

Q.4 What is Business communication.

Q.5 What are office Memorandums?

