Exam Code: 111605
(30)

Paper Code: 5222

Programme: Bachelor of Vocation (Management &
Secretarial Practices) Semester-V

Course Title: Introduction to Graphic Designing

Course Code: BVML-5121

Time Allowed: 3 Hours

Max Marks: 40

Note: Candidates are required to attempt five questions,
selecting at least one question from each section. The fifth
question may be attempted from any section. All questions
carry equal (8) marks.

Section A

1. Discuss Graphic Designing and its importance in contemporary view of time.
2. Contrast between traditional and current techniques and tools used in Graphic Designing.

Section B

3. What are various elements of design. Discuss with examples
4. Discuss Color Wheel in detail.

Section C

5. Write a short note on Typography and its Standards
6. Write a short note on: -
   a) Typefaces
   b) Font families

Section D

7. What difference in approach we follow when we Create graphics for Web and for printing purpose.
8. What is the importance of Copyright laws in the field of Graphic designing?

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Exam Code: 111605   Paper Code: 5223
(30)

Programme: Bachelor of Vocation (Management & Secretarial Practices) Semester-V

Course Title: Fundamentals of Banking

Course Code: BVML-5322

Time Allowed: 3 Hours   Max Marks: 40

Note: Attempt five questions in all, selecting at least one question from each section. The fifth question may be attempted from any section.

SECTION A

1. What do you mean by commercial banks. Explain in detail various functions of commercial banks.

   (8 Marks)

2. Give a detailed note on various types of commercial banks. (8 Marks)

SECTION B

3. What do you mean by Central Banks? Give various techniques of Credit control. (8 Marks)

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4. Give the meaning of Negotiable instruments. Explain Cheques and Bill of exchange in detail and difference between cheques and bill of exchange. **(8 Marks)**

SECTION C

5. Give a detailed note on E-Banking. Various services in E banking and difference between NEF T and RTGS.

   (8 Marks)

6. What do you mean by wholesale and retail banks. Explain in detail. **(8 Marks)**

SECTION D

7. Give a detailed note on Prudential Norms for Asset Classification (NP/As). **(8 Marks)**

8. Explain the following
   a) Branch Banking
   b) KYC NORMS **(2x4=8 Marks)**

Exam Code: 111605   Paper Code: 5224
(30)

Programme: Bachelor of Vocation (Management & Secretarial Practices) Semester-V

Course Title: Fundamentals of Goods and Services Tax (GST)

Course Code: BVML-5323

Time Allowed: 3 Hours   Max Marks: 40

Note: Attempt 5 questions in all, selecting at least one question from each section. The fifth question may be attempted from any section.

SECTION A

1. Explain old tax structure of India and What were the reasons of introduction of GST in India? (8 marks)
2. Briefly explain GST Council and its Functions. (8 marks)

SECTION B

3. What are the various Exemptions provided under GST Act. (8 marks)

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4. Define Composition levy scheme for small traders/manufacturers. (8 marks)

SECTION C

5. Explain the Term Supply and its Various Types in detail. (8 marks)

6. Write a Note on:
   a) ITC
   b) Place of Supply U/S 10 & 11 (8 marks)

SECTION D

7. Explain Computation of Liability with Suitable example. (8 marks)

8. What do you mean by GST Portal and GST Suvidha Provider (GSP)? (8 marks)

Exam Code: 111605   Paper Code: 5225
    (30)

Programme: Bachelor of Vocation (Management & Secretarial Practices) Semester-V

Course Title: Designing in Corel Draw

Course Code: BVML-5124

Time Allowed: 3 Hours   **Max Marks: 40**

Note: Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section.

Section-A

1. Describe the Bitmap and Vector Graphics?   (8)
2. Explain following:
   a) Panning   (4)
   b) Zooming   (4)

Section-B

3. Describe the various color modes used in Corel Draw.   (8)
4. Write down the steps for importing files in Corel Draw?   (8)

Section-C

5. Explain the interface of Corel Draw? (8)
6. What are the different effects that can be applied to any text in Corel Draw? (8)

Section-D

7. What is the role of color management in Corel Draw? (8)
8. How can you print any document/design in Corel Draw? (8)

Exam Code: 111605
(30)

Paper Code: 5226

Programme: Bachelor of Vocation (Management & Secretarial Practices) Semester-V

Course Title: Designing in Adobe Photoshop

Course Code: BVML-5125

Time Allowed: 3 Hours

Max Marks: 40

Note: Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any Section.

Section-A

1. Describe the Bitmap and Vector Graphics?
2. Explain following:
   a. Resolution
   b. Color Modes

Section-B

3. Describe the various image file formats?
4. Write down the steps to export the design made in Adobe Photoshop?

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Section-C

5. Explain the interface of Adobe Photoshop?
6. Describe the different view commands used in Adobe Photoshop?

Section-D

7. Explain any five tools used in Adobe Photoshop?
8. How can you print any document/design in Adobe Photoshop?