Rajarshi Janak University

Faculty of Management

Office of the Dean

Bachelor of Digital Business Management (BDBM)

Model Questions

First Year – Second Semester

Effective from the Academic Batch of 2024 AD

Note: *Students should not limit themselves to the chapters mentioned in Model Questions as questions can be asked from any chapter (within the syllabus) in the examination.*

Rajarshi Janak University

Faculty of Management

Model Question -2025

Bachelor of Digital Business Management

Course: Organizational Behavior & Leadership	**Full Marks: 100**
Course Code: BDBM 121	**Pass Marks: 40**
Year/Semester: First/II	**Time: 3 hours**

Candidates are required to give their answers in their own words as far as practicable. The figures in the margin indicate full marks.

Group A: Brief Answer Questions

Attempt all questions   [$10 \times 2 = 20$ marks]

1. Define Organizational Behavior (OB) and mention any two of its key elements.
2. What is the significance of OB in digital business environments?
3. Differentiate between individual and group behavior.
4. Mention any two traits of personality that influence workplace behavior.
5. State Maslow's hierarchy of needs in brief.
6. What is the difference between a group and a team?
7. Define Transformational leadership with one example.
8. What is organizational culture?
9. Mention any two sources of power in organizations.
10. Define workplace diversity with an example.

Group B: Short Answer Questions

Attempt any four questions   [$4 \times 5 = 20$ marks]

11. Explain how perception affects decision-making in organizations.
12. Describe Herzberg's two-factor theory and its relevance in digital workplaces.
13. Discuss the stages of group development as per Tuckman's model.
14. Illustrate how emotional intelligence contributes to effective leadership.
15. Explain the challenges organizations face in managing change.

Group C: Long Answer questions:

Attempt any four questions   [$4 \times 10 = 40$ marks]

16. Compare and contrast any three leadership styles with suitable organizational examples.
17. How can managers foster employee engagement and job satisfaction in virtual teams?
18. Explain the role of organizational culture in digital transformation.
19. Analyze the impact of technology on organizational behavior and employee interaction.
20. Discuss ethical leadership and corporate social responsibility with examples from the digital business context.

Group D: Comprehensive question /Case analysis /Situation analysis question

21. Read the following case and answer the questions given below: [4 × 5 = 20 marks]
TechNova Pvt. Ltd., a mid-sized software development company, recently transitioned to a hybrid working model post-pandemic. Initially, employees enjoyed the flexibility, but over time, issues began to surface — decreased collaboration, lack of motivation, and difficulty in team coordination. The leadership team, led by CEO Rina Sharma, noticed a decline in project efficiency and employee satisfaction. Rina introduced various measures including digital collaboration tools, team-building activities, and performance-based incentives. However, she faced resistance from some long-time managers who preferred traditional supervision methods. In an effort to foster adaptability and innovation, Rina also started cultural transformation programs to shift the organizational mindset toward agility and digital innovation.

Questions:
   a. Identify the key organizational behavior issues faced by TechNova Pvt. Ltd. during the transition.
   b. Analyze Rina Sharma's leadership approach. Which leadership style does she demonstrate and why?
   c. What resistance to change is evident in the case, and how can it be addressed?
   d. Suggest ways in which TechNova can further improve employee engagement and collaboration in a hybrid model.

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Faculty of Management

Model Question -2025

Bachelor of Digital Business Management

Course: Financial Accounting and Reporting	**Full Marks: 100**
Course Code: BDBM 122	**Pass Marks: 40**
Year/Semester: First/II	**Time: 3 hours**

Candidates are required to give their answers in their own words as far as practicable. The figures in the margin indicate full marks.

Group A: Brief Answer Questions

Attempt all questions   [10 × 2 = 20 marks]

1. State any two limitations of financial accounting.
2. What do you mean by GAAPs?
3. Name any two types of source documents.
4. Mention any two objectives of financial statement.
5. State any two types of accounting software.
6. Following transaction are provided to you:
    Started business with cash Rs. 200,000
    Purchased goods on credit for Rs. 30,000
    Sold goods costing Rs. 20,000 for Rs. 25,000
    Wages paid Rs. 3,000
    Required: Accounting equation
7. Following are the transactions related to purchase.
    Magh 1   : Purchased from Bishal Traders.
                        250 pieces radios @ Rs.2,000 each
                        100 mobile sets @ Rs. 5,000 each
    Magh 20   : Purchased from Nepal Electronics on credit.
                        50 pieces tape recorders @ Rs. 2,000 each
                        200 pieces radios @ Rs. 1,000 each
    Required: Purchase Book
8. Following cash transactions are provided to you:
    April 1, 2025   : Invested Rs. 100,000 cash.
    April 8, 2025   : Purchased goods for Rs. 20,000.
    April 10, 2025   : Purchased furniture from supplier on credit Rs. 10,000.
    April 14, 2025   : Sold goods for Rs. 15,000.
    Required: Cash book
9. The supplies account on January 1, 2024 was Rs. 10,000 and was debited for Rs. 40,000 for supplies purchased during the year. The supplies on hand were Rs. 20,000 on December 31, 2017.
    Required: Adjustment entry
10. The current liabilities and working capital of a company are Rs. 150,000 and Rs. 300,000 respectively.
    Required: Calculate current Ratio

Group B: Short Answer Questions

Attempt any four questions   [4 × 5 = 20 marks]

11. The following information has been assembled for the purpose of preparing bank reconciliation statement of Mahesh Company.
    a. The balance of the November 30 bank statement was Rs. 12,700 the cash account showed a Rs. 5,100 balance on the same date.
    b. Cheques under collection on November 30, Rs. 1,100.
    c. Outstanding cheques, Rs. 6,800.
    d. Bank service charged for Rs. 100.
    e. Bill receivables collected by bank Rs. 2,000.

    Required: Bank reconciliation statement of Mahesh Company for November 30, 2007

12. The following are the balance in the account statements of Astha Company for the year ended 31stChaitra 2081.

Details	Rs.	Details	Rs.
Materials used	1,20,000	Depreciation	10,000
Wages and salary	25,000	Interest on loan	5,000
Factory overhead	40,000	Income tax paid	8,000
Sales	2,64,000	Dividend paid	9,000
Sales return	4,000	Closing stock	20,000
Office overhead	16,000	Opening stock	15,000
Selling overhead	12,000		

Required: Value Added Statement

13. On December 31, 2017, the following data were accumulated to assist the accountant in preparing the adjustment entries for Amrit Corporation.
    i. The supplies account balance on December 31 is Rs. 10,000. The supplies on hand on December 31 are Rs. 2,200.
    ii. The unearned rent account on December 31 is Rs. 4,800, representing the receipts of an advance payment on July 1 for 12 months' rent from tenants.
    iii. Wages accrued but not yet paid on December 31 are Rs. 3,000.
    iv. Fees accrued but unbilled on December 31 are Rs. 4,000.
    v. Depreciation of office equipment is Rs. 5,000

Required: Adjustment entries or December 31, 2017

14. Define computerized accounting. Write its main features.
15. Discuss the differences between accrual and cash basis of accounting.

Group C: Long Answer questions

Attempt any four questions   [4 × 10 = 40 marks]

16. Prepare Journal Entries and T-Accounts for the following transactions and also prepare Trial Balance for the month ending March 31, 2001:

March 1	Mr. Sharma invested Rs. 500,000 in exchange 50 shares of Shambu & Co.
March 3	Purchased a building for Rs. 150,000 for cash. The building valued two-third and the remainder of the value is assigned to the land.

March 5	Signed a promissory note with a bank in exchange of Rs. 50,000.
March 15	Paid Rent of Rs. 2,000 for March 2001.
March 21	Sold goods of Rs. 24,000, out of total sales amount 40 percent were received in cash
March 30	Office supplies of Rs. 10,000 bought on credit.

17. The following data were taken from the financial statements of the Himal Furniture Company for the year 2021. The norms given below are composite industry average on various sources for industry composite data.

Balance Sheet as on December 31, 2021

Cash	Rs. 20,000	Accounts payable	Rs.100,000
Receivables	180,000	Bills payable	40,000
Inventories	200,000	Other current liabilities	60,000
Net fixed assets	400,000	Long term debt	100,000
		Net worth	500,000
Total assets	**800,000**	**Total claims on assets**	**800,000**

Income statement for the year ended December 31, 2021

Details	Amounts (Rs.)	Amounts (Rs.)
Net Sales revenue		Rs.1,200,000
Less: Cost of goods sold:		
Materials	Rs. 4,00,000	
Labor	3,50,000	
Heat, Light and Power	1,60,000	
Depreciation	40,000	900,000
Gross profit		300,000
Selling and administrative expenses:		210,000
Net operating profit (EBIT)		90,000
Less: Interest expenses		10,000
Net income before tax		80,000
Less: Tax expenses @ 40%		32,000
Net income after tax		**48,000**

Himal has 1,000 shares outstanding with market price per share of Rs. 480.

Required: Compute the following ratios for the Himal Furniture Company:

a. Quick ratio	b. Debt ratio	c. Time interest earned
d. Inventory turnover ratio	e. Average collection period	f. Assets turnover
g. Gross profit margin	h. Net profit margin	i. Return on equity
j. Price-Earnings ratio		

18. The following trial balance was extracted from the books of Gauri Enterprises as on Ashadh 31, 2081:

Account Titles	Debit (Rs.)	Account Titles	Credit (Rs.)
Cash	20,000	Capital	300,000
Account receivable	40,000	Sales	550,000
Cost of goods sold	350,000	Account payable	50,000

Fixed assets	500,000	Rent income	80,000
Office expenses	40,000		
Prepaid selling expenses	30,000		
	980,000		980,000

Additional Adjustments:
   a. Office expenses accrued Rs. 5,000
   b. Selling expenses expired Rs. 20,000
   c. Provide depreciation on fixed assets 10%

Required: Prepare 10-column worksheet.

19. The following adjustments have made on December 31, 2021 for the Fishtail Trading, Pokhara:

Accounts	Amount (Rs.)
Account receivables	51,000
Common Stock	90,000
Advertising expenses	18,000
Prepaid rent	72,000
Interest income	42,000
Income tax (Expenses)	7,000
Cash	9,000
Salaries expenses	13,000
Land and Building	39,000
Accrued expenses and liabilities	22,000
Goodwill	46,000
Rent expenses	49,000
Sales revenue	2,54,000
Bank loan (due Dec. 31, 2025)	74,000
Loss from sales of plants	54,000
Cost of goods sold	1,50,000
Account payable	13,000
Opening retained earning	13,000

Additional Information:
   i. Salaries due for year Rs. 1,000
   ii. Prepaid rent has been expired by Rs. 6,000
   iii. Bank loan is subject to charge interest @ 10% p.a.
   iv. Interest still to be received Rs. 8,000.

Required:
   a. Prepare income statement ending 31 December, 2021
   b. Prepare statement of retained earning ending 31 December, 2021
   c. Prepare balance sheet ending 31 December, 2021 (4 + 3 + 3)

20. What are accounting standards? Discuss the significance of accounting standards in standardizing accounting practices.

Group D: Comprehensive question /Case analysis /Situation analysis question

21. Lumbini Corporation is in the process of preparing its statement of cash flows for the year ended December 31, 2018. An income statement for the year and comparative balance sheets follows:

Details	Dec.31, 2018

Sales revenue	Rs. 550,000
Cost of goods sold	350,000
Gross profit	**200,000**
Less: Operating expenses:	
General, and administrative expenses	55,000
Depreciation expenses	75,000
Loss on sale of plant assets	5,000
Total Expenses and losses	**135,000**
Income before interest and taxes	65,000
Less: Interest expenses	15,000
Income before taxes	50,000
Less: Income tax expense	7,000
Net Income after tax	**33,000**

Details	2018	2017
Current assets :		
Cash	Rs. 31,000	Rs. 40,000
Accounts receivable	90,000	75,000
Inventory	80,000	95,000
Prepaid rent	12,000	16,000
Total current assets	**213,000**	**226,000**
Land	250,000	170,000
Plant and equipment	750,000	600,000
Accumulated depreciation	(310,000)	(250,000)
Total long-term assets	**690,000**	**520,000**
Total assets	**903,000**	**746,000**
Current liabilities		
Accounts payable	155,000	148,000
Other accrued liabilities	32,000	26,000
Income taxes payable	8,000	10,000
Total Current liabilities	**195,000**	**184,000**
Long-term bank loan payable	100,000	130,000
Common stock	350,000	200,000
Retained earnings	258,000	232,000
Total stockholders' equity	**608,000**	**432,000**
Total liabilities and stockholders' equity	**903,000**	**746,000**

Dividends of Rs.7,000 were declared and paid during the year. New plant assets were purchased for Rs.195,000 in cash during the year. Also, land was purchased for cash. Plant assets were sold during 2018 for Rs.25,000 in cash. The original cost of the assets sold was Rs. 45,000, and their book value was Rs.30,000. Additional stock was issued for cash, and a portion of the bank loan was repaid.

Required: A cash flow statement showing cash from operating, investing and financing activities using the direct method. (8 + 5 + 5 + 2)

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Model Question -2025

Bachelor of Digital Business Management

Course: Macro Economics for Business	**Full Marks: 100**
Course Code: BDBM 123	**Pass Marks: 40**
Year/Semester: First/II	**Time: 3 hours**

Candidates are required to give their answers in their own words as far as practicable. The figures in the margin indicate full marks.

Group A: Brief Answer Questions

Attempt all questions [10 × 2 = 20 marks]

1. Define macroeconomics in brief.
2. If GDP is Rs. 3,500 crore, net factor income from abroad are Rs. 500 crore and depreciation are Rs. 200 crore, find out NNP.
3. Define consumption function.
4. Write down any two determinants of investment.
5. Define fiscal policy.
6. Find out value of MPS when MPC is 0.6.
7. Indicate any to objectives of fiscal policy.
8. What are the major two causes of inflation? Indicate.
9. What is global economy?
10. Point out any four defects of FDI.

Group B: Short Answer Questions

Attempt any four questions   [4 × 5 = 20 marks]

11. Explain the importance of macroeconomics for business decision-making.
12. Consider the following consumption and saving schedule:

Income (Y)	Consumption (C)	Saving (S)	APC	MPC	APS	MPS
0	2000					
4000	5000					
8000	8000					
12000	11000					
16000	14000					
20000	17000					

   a) Complete the above schedule.
   b) Graph the consumption and saving curve and explain the trend of APC, MPC, APS and MPS.

13. Explain the sources of government revenue.
14. Show, how central bank can control inflation.
15. Explain the types of balance of payment (BOP).

Group C: Long Answer questions:

Attempt any four questions [4 × 10 = 40 marks]

16. Calculate GDP, GNP, NNP and NI from the data given below:

Items	Amounts (in Rs. Lakh)
Wages and Salaries	20,000
Rents	1,000
Profits	5,000
Interests	2,500
Income of the Self-employed	3,000
Net Indirect Taxes	5,000
Net factor income from Abroad	2,000
Depreciation	3,000

17. Discuss the concept of marginal efficiency of capital in investment decision.
18. Define central bank. Discuss the functions of central bank with reference to NRB.
19. What is global economy? Explain its current trends.
20. Write short notes on (any Two)   *[5+5]*
    a. Price Index.
    b. Business Cycle.
    c. Exchange Rate.

Group D: Comprehensive question /Case analysis /Situation analysis question

21. Read the following case carefully and answer the questions that follow:

Inflation has been a nagging problem plaguing the economies across the world at various times. As negative effects of inflation are enormous, adoption of various anti-inflationary policies becomes inevitable. Inflation targeting and its measurement have become the prerequisites in the macroeconomic policy matrix of the economies. Inflation being a significant economic concept affecting decision-making in business firms or other management units, there is an attempt to resolve the dilemma whether Consumer Price Index (CPI) is to be adopted or Wholesale Price Index (WPI) as a measure of Inflation. Though most of the major economies of the world have opted for CPI, WPI has its own merits too. As CPI and WPI differ conceptually in terms of their purpose and use, commodity coverage, weights, associated markets and the base year, both often show difference in direction and magnitude. Consequently, the choice continues to be difficult, if not arbitrary.

   a. Show the brief history of inflation around the world.
   b. What are the types of inflation? Briefly explain.
   c. Define various measures of inflation.
   d. Show the role of anti-inflationary policy in containing inflation.   [5+5+5+5]

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Model Question -2025

Bachelor of Digital Business Management

Course: Business Writing and Communication   Full Marks: 100

Course Code: BDBM 125   Pass Marks: 40

Year/Semester: First/II   Time: 3 hours

Candidates are required to give their answers in their own words as far as practicable. The figures in the margin indicate full marks.

Group A: Brief Answer Questions

Attempt all questions: [10 × 2 = 20 Marks]

1. What is the difference between confidentiality and privacy in business communication?
2. Define corporate social responsibility in business messaging.
3. Mention any two essentials of effective verbal communication.
4. Define misinformation and misrepresentation.
5. What is the purpose of issuing a meeting notice?
6. Differentiate between hearing and listening.
7. Write any two barriers to effective listening.
8. Name two modern tools used in business communication today.
9. What do you mean by document designing?
10. Define blog writing and write its importance in one sentence.

Group B: Short Answer Questions

Attempt *any four* questions   [4 × 5 = 20 Marks]

11. Discuss the legal aspects involved in corporate communication.
12. What are the key elements of professional document design?
13. Describe the essential traits of a good listener.
14. What is the business communication software? Describe any four of them briefly.
15. Write the importance of research and data presentation in a business report.

Group C: Long Answer questions:

Attempt *any four* questions   [4 × 10 = 40 Marks]

16. Explain the concept of confidentiality, privacy, and misinformation in business communication. How do they affect an organization's credibility?
17. As a communications officer, how would you prepare and present a proposal to introduce new business software across departments?
18. You are delivering a presentation to clients on behalf of your company. Describe how you will use verbal and non-verbal communication effectively.
19. A conflict arises in your department due to miscommunication. As a team leader, outline how you would resolve the issue using effective communication strategies.
20. Evaluate the role of modern communication tools in enhancing business communication.

Group D: Comprehensive question /Case analysis /Situation analysis question

21. Read the following case carefully and answer the questions that follow:

NovaTech Solutions, a mid-sized IT services firm, was preparing to submit a proposal for a major government digital infrastructure project. The project team, under pressure to meet a tight deadline, hurriedly compiled information based on assumptions, outdated statistics, and incomplete client specifications. No one in the team questioned the data or reviewed the final draft critically.

After submission, it was revealed that many parts of the proposal were irrelevant to the actual project requirements. The client rejected the proposal citing poor alignment, lack of clarity, and weak justification. Senior management at NovaTech realized that a lack of critical thinking had led to the failure. A post-mortem analysis showed that team members were influenced by groupthink, didn't follow a clear decision-making process, and failed to evaluate the credibility of sources.

Now, the company is focused on training staff in critical thinking, encouraging independent thought, and building a culture where constructive questioning is valued.

Questions: **[5+5+5+5]**

1. What aspects of the critical thinking process were missing or ignored by the NovaTech team during the proposal preparation?
2. Identify and explain at least two barriers to critical thinking evident in this case.
3. What are the key components of critical thinking that should have been applied to avoid such failure?
4. Suggest practical strategies NovaTech can implement to improve critical thinking among its employees.

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Model Question -2025

Bachelor of Digital Business Management

Course: Emerging Technologies of Digital Business Management   **Full Marks: 100**

Course Code: BDBM 127   **Pass Marks: 40**

Year/Semester: First/II   **Time: 3 hours**

Candidates are required to give their answers in their own words as far as practicable. The figures in the margin indicate full marks.

Group A: Brief Answer Questions

Attempt all questions [10 × 2 = 20 marks]

1. What is digital transformation in the context of modern businesses?
2. Mention any two key drivers of technological change.
3. Define artificial intelligence and give one business application.
4. What is a chatbot in the context of AI?
5. Write two uses of blockchain in business.
6. Define Internet of Things (IoT) in one sentence.
7. What are the two main benefits of using cloud computing in business?
8. Mention any two tools used in business data analytics.
9. What is a digital twin in the context of XR?
10. List two common cybersecurity threats faced by digital businesses

Group B: Short Answer Questions

Attempt any four questions   [4 × 5 = 20 marks]

11. Explain how AI and machine learning are transforming customer service in digital business.
12. Discuss the business applications of blockchain technology in supply chain and identity management.
13. Describe the role of IoT in enhancing business connectivity and efficiency.
14. What are the ethical concerns related to big data collection and analysis?
15. Explain the key features and benefits of cloud-based enterprise solutions

Group C: Long Answer questions:

Attempt any four questions [4 × 10 = 40 marks]

16. Describe the major emerging trends in digital business management. How are they reshaping traditional business models?
17. Explain the architecture of the Internet of Things and discuss the security and privacy challenges associated with its implementation.
18. Critically examine the impact of blockchain technology on the future of digital finance and smart contracts.
19. Discuss the opportunities and threats presented by the Metaverse and Extended Reality (XR) for digital business strategies.

20. Analyze the importance of cybersecurity in digital business and suggest strategies for data protection and compliance.

Group D: Comprehensive question /Case analysis /Situation analysis question

21. Read the following case carefully and answer the questions that follow:

TechNova Pvt. Ltd. is a mid-sized e-commerce business based in South Asia. The company has recently adopted cloud-based services for managing customer data and sales analytics. It is exploring the use of AI chatbots for customer interaction and considering blockchain for product authentication and supply chain tracking. At the same time, they face growing concerns about cybersecurity and data privacy. The management is interested in integrating Extended Reality (XR) into their digital storefront for enhanced customer experience.

Questions:
   a. How can AI chatbots benefit TechNova's customer service operations?
   b. What specific advantages could blockchain bring to TechNova's supply chain management?
   c. Identify at least two cybersecurity threats TechNova should address after its digital expansion.
   d. How can XR technology transform TechNova's customer experience in the e-commerce sector?   [5+5+5+5]

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