Rajiv Gandhi University of Health Sciences, Karnataka

I Semester Bachelors in Hospital Administration Degree Examination - 14-Dec-2020

Time: Three Hours | Max. Marks: 80 Marks

Principles of Management

Q.P. CODE: 1301

Your answers should be specific to the questions asked

Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two) 2 x 10 = 20 Marks

1. What is Management by Objectives (MBO)? Discuss the steps involved in MBO. How is it different from management by Exception (MBE)?
2. Discuss about any two theories of motivation.
3. What is management? Discuss the skills and roles of a manager.

SHORT ESSAYS (Answer any Eight) 8 x 5 = 40 Marks

4. Write a note on the functions and types of authority.
5. What is decentralization? Discuss the factors effecting decentralization.
6. Discuss the importance and types of decision-making.
7. Write a note on the importance and steps in Performance Appraisal.
8. Discuss the findings and importance of Hawthorne Studies.
9. What are strategies and discuss the activities involved in strategy formulation.
10. Write a note on Corporate Social Responsibility.
11. Discuss the various styles of leadership.
12. Write a note on the process and barriers of communication.
13. Techniques of coordination

SHORT ANSWERS (Answer any ten) 10 x 2 = 20 Marks

14. Characteristics of responsibility
15. Differentiate between Delegation and Decentralization
16. Types of Operational Plans
17. Time and Motion study
18. What are the limitations of planning?
19. Scalar chain
20. Features of bureaucratic management
21. What is a system?
22. What is Ethics?
23. Types of informal groups
24. What is Human Resource audit?
25. Differentiate between recruitment and selection

Rajiv Gandhi University of Health Sciences, Karnataka

I Semester Bachelors in Hospital Administration Degree Examination - 17-Dec-2020

Time: Three Hours | Max. Marks: 80 Marks

Medical Terminology

Q.P. CODE: 1302

Your answers should be specific to the questions asked

Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two) 2 x 10 = 20 Marks

1. With the neat labeled diagram give a detailed account of brain and its function
2. Discuss in detail the events of cardiac cycle with diagram.
3. Explain the mechanism of urine formation.

SHORT ESSAYS (Answer any Eight) 8 x 5 = 40 Marks

4. Briefly explain the process of Spermatogenesis.
5. Write a note on Pituitary gland.
6. Discuss in detail structure and function of intestine.
7. Explain briefly about Sarcomere.
8. Discuss in detail about the functional unit of kidney.
9. Mechanism of breathing
10. Explain with example parts of a medical term.
11. Explain in detail about structure and function of neuron.
12. Write a note on Blood.
13. Discuss structure and function of Bone.

SHORT ANSWERS (Answer any ten) 10 x 2 = 20 Marks

14. Difference between Osteoblasts and Osteoclasts
15. CABG
16. Diabetes mellitus
17. What does the following suffixes indicate –algia, -itis, -oma, megaly
18. Expand the following abbreviation: a) AIDS b) KUB c) MRI d) PTCA.
19. Write down meaning of following abbreviation: a) BID b) SOS c) OPD d) QID.
20. Form a medical term using the following root words: cardi, hepat, gastr, Nephr
21. Heart sound
22. Peristalsis
23. Functions of nose
24. Urology
25. Pulmonary artery

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Rajiv Gandhi University of Health Sciences, Karnataka

I Semester Bachelors in Hospital Administration Degree Examination - 17-Dec-2020

Time: Three Hours | Max. Marks: 80 Marks

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Rajiv Gandhi University of Health Sciences, Karnataka

I Semester Bachelors in Hospital Administration Degree Examination – 28-Dec-2020

Time: Three Hours Max. Marks: 80 Marks

Fundamentals of Accounting

Q.P. CODE: 1303

(QP contains Two Pages)

Your answers should be specific to the questions asked

Draw neat, labeled diagrams wherever necessary

LONG ESSAYS (Answer any Two) 2 x 10 = 20 Marks

1. What is meant by balance sheet? Explain different components of balance sheet.
2. What is meant by suspense account? Explain disclosed and undisclosed errors of trial balance.
3. Prepare a three columnar cash book from the following transactions:
   Jan 1 - Cash in hand 15,000 and at Bank 5,000
   Jan 4 – Brought furniture for Rs.2,000 and issued a cheque
   Jan 6 – Deposited Rs.6,000 into bank
   Jan 8 – Bought goods for cash Rs.2,500
   Jan 10 – Paid Vikram 850 in full settlement of Rs.1000
   Jan 14 – Received Rs.1,250 from Tarun and allowed him a discount 40
   Jan 18 – Sent a DD to Satish for 1,750
   Jan 25 – Withdrew Rs 800 by cheque for personal use

SHORT ESSAYS (Answer any Eight) 8 x 5 = 40 Marks

4. Explain golden rules of double entry system of book keeping.
5. Differentiate between debit note and credit note.
6. What is journal? Explain its advantages.
7. Briefly explain different basis of accounting.
8. What is cash book? Explain different kinds of cash book.
9. Journalise the following transactions in the books of Krishna.
   July 1 – Started business with cash Rs.5,000
   July 2 – Purchased machinery Rs.3,000
   July 12 – Bought furniture from Suresh Rs.5,000
   July 14 – Sold furniture Rs.1,000
   July 17 – Purchased goods from Srinivas on account Rs.4,000
   July 18 – Sold goods to Sridhar Rs.2,00
   July 26 – Returned damaged goods to Srinivas Rs.50
   July 30 – Received cheque from Sridhar Rs.1,000
10. Enter the following transactions in proper subsidiary books:
    Jan 2 – Sold goods to Sham, subject to a trade discount of 10% Rs.3,000
    Jan 4 – Received a debit note from Sham in respect of overcharge in the bill Rs.2,000
    Jan 5 – Sham returned damaged goods Rs.1,000
    Jan 12 – Jayraman returned goods Rs.500
11. From the following balances prepare a trial balance:

Capital	80,000	Sales	50,000
Purchases	30,000	Salaries	4,000
Rent	3,000	Insurance	600
Drawings	10,000	Bills payable	5,000
Machinery	56,000	Bank	9,000
Cash	4,000	Stock	10,400
Debtors	5,000	Creditors	2,000
Bills receivable	3,000	Loan to Madhu	2,000

Rajiv Gandhi University of Health Sciences, Karnataka

12. From the following balances extracted at the close of the year ended 31st March 2013, prepare profit and loss account of Vivekananda as at that date

Gross profit	1,01,000	Carriage outwards	2,500
Salaries	5,500	Rent	4,100
Fire insurance premium	900	Bad debts	2,100
Income tax paid	3,500	Life insurance premium	3,000
Discount (Dr)	500	Apprentice premium (Cr)	1,500
Printing and stationery	250	Rent and taxes	350
Traveling expenses	200	Sundry trade expenses	300
Rent received on subletting	1,000		

13. Prepare a personal account of Varun from the following transactions in the books of Ganesh:
Mar 1 – Debit balance of Varun Rs.2,000
Mar 5 – Bought from Varun Rs.1,500
Mar 7 – Cheque issued to Varun Rs.1,800
Mar 9 – Sold to Varun Rs.3,500
Mar 12 – Ganesh sold goods to Varun Rs.1,600
Mar 14 – Varun sold goods to Ganesh Rs.900
Mar 20 – Received cheque from Varun Rs.1,800
Mar 24 – Varun claimed as allowance of Rs.300 for damaged goods
Mar 28 – Varun received goods returned by Ganesh Rs.450

SHORT ANSWERS (Answer any ten) 10 x 2 = 20 Marks

14. Define accounting.
15. What is ledger?
16. Name the branches of accounting.
17. Who is a creditor?
18. What is capital?
19. What is accounting equation?
20. How you treat prepaid expenses in final accounts?
21. What is meant by bank reconciliation statement?
22. What is meant by single entry system of book keeping?
23. What is meant by Invoice?
24. What is meant by trading account?
25. What is meant by fixed asset?

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Rajiv Gandhi University of Health Sciences, Karnataka

I Semester Bachelors in Hospital Administration Degree Examination – 28-Dec-2020

Time: Three Hours | Max. Marks: 80 Marks

Fundamentals of Accounting

Q.P. CODE: 1303

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