



**SINHGAD TECHNICAL EDUCATION SOCIETY'S  
S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT**

**CRITERION 1**

**1.2.1 RELATED DOCUMENTS**

**SUPPORTIVE EVIDENCES**

**INTERNAL END TERM EXAMINATION**



Sinhgad Institutes

SINHGAD TECHNICAL EDUCATION SOCIETY'S®

## S. K. N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

(Approved by AICTE, Recognised by Govt. of Maharashtra & Affiliated to Savitribai Phule Pune University)

S. No. 10/1, Ambegaon (Bk.), Pune - 411041. Phone : +91 20 2435 4036

Telefax: +91 20 2435 4036 Email : director\_sknsbm@sinhgad.edu

**Prof. M. N. Navale**

M.E. (Elect.) MIE, MBA

Founder President

**Dr. (Mrs.) Sunanda M. Navale**

B.A., M.P.M., Ph.D.

Founder Secretary

**Dr. Prachi Pargaonkar**

M.Com., Ph.D., FCA

Director

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**Faculty Abbreviations Used for Name of faculty members  
(2018-2023)**

PB	Mr. Pravin Bodade
RK	Ms. Rosy Kalia
MD	Ms. Manjula Dhulipala
LB	Ms. Lata Bajare
RP	Dr. Roza Parashar
KS	Ms. Kalpana Sayankar
SP/PANS	Mr. Sanchit Pansare
LB	Ms. Lata Bajare
SG	Dr. Sangeeta Gorde
RP	Dr. Roza Parashar
PD	Ms. Prapti Dhanshetti
YB	Mr. Yatin Bokil
SO	Dr. Sadhana Ogale
SRS	Dr. Shalaka Sakhrekar
MY	Mrs. Mayuri Yadav
NP	Mrs Niketa Patil
MP	Mrs.Mrunal Pathak
MJ	Mr.Mark Jacob
PG	Mrs.Pooja Gupta
SB	Saili Belsare
YK	Mrs Yogita Kadam
GY	Mr. Ganesh Yadav
MK	Mr.Manoj Kulkarni
SP	Mr. Surajsingh Parihar
SP	Mr Sambhaji Pawar (2018-2020)
AM	Mrs. Ajeeta More
JB	Mrs. Jyoti Borde
RW	Dr. Rahul Wagh
PP	Mr. Pradip Padhey
PS	Mr. Swapnil Patl
AB	Mr. Arvind Burande
VS	Mrs.Vineeta sharma
OL	Mr. Omkar Lad
MM	Mr.Mahesh Mane
SK	Dr.Krishna Sharma (2018-2019)
DS	Dipika Sonawadekar
SS	Mrs. Sheetal sarnot
RK	Dr.Ram Kolhe



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## INTERNAL END TERM EXAM 2022-2023

Sr.no	Internal Exam for the Month	Dates
1	MBA I Sem I and Sem III (OCTOBER / NOVEMBER 2022 EXAM)	10th October 2022 to 16th October 2022


## 10th October 2023 to 16th October 2022 (OCTOBER / NOVEMBER 2022 EXAM)

SKN Sinhgad School of Business Management  
Internal Term End Examination - October/November 2022

Supervision Chart

DATE	SESSION	B1	B2	B3	B4	B5	B6	B7	B8	B9	B10
10/02/23 FRIDAY	M	MP	SRS	MV	AJ	NP	KS	SO	YK	MJ	MD
	E	MS	VS	SO	Sanas	SP	VB	RK	AB	DH	YM
13/02/23 MONDAY	M	SRS	AJ	SP	MP	MS	MJ	Swami	VS	AB	KS
	E	VB	SG	NP	YK	MY	YM	SK	DP	DH	YB
14/02/23 TUESDAY	M	SP	YK	Swami	MJ	AJ	MK	KS	YB	SRS	Sanas
	E	SK	MP	NP	RK	MY	VS	AB	VB	YM	GY
15/02/23 WEDNESDAY	M	KS	Sanas	YK	DP	MS	MY	DH	SS	VS	Swami
	E	VB	SP	SS	SRS	RK	SK	AJ	MP	NP	MJ
16/02/23 THURSDAY	M	SO	MD	NP	MP	AJ	MJ	SP	SS	RK	MK

Internal Examination Team

  
 Dr. Prachi Pargaonkar  
 Director

Director  
 S. K. N. Sinhgad School of Business Management  
 S. No. 10/1, Ambegaon (Bk.), Pune - 411041



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### S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

Date: 7.02.2023

This is regarding the Internal Term-End Examination for MBA Second Year students. An application of the MBA Second Year students was received requesting the cancellation of the Internal Term-End Examination scheduled from 10.02.2023 in view of the commencement of the Savitribai Phule Pune University Second Semester Backlog Examination and Third Semester Regular Examination for MBA Second Year students from 20.02.2023. The concern raised by the students through their application regarding the effect of the tight scheduling on the preparation for the Savitribai Phule Pune University Examination was found to be genuine by the Internal Term-End Examination Committee. Hence, it has been decided to conduct an Online MCQ Internal Term-End Examination for MBA Second Year students only for this semester.

Please find attached below the time-table for the Online MCQ Internal Term-End Examination.

Date	Subject	Duration
10.02.2023	301 SM	1.00 pm. – 2.00 pm.
	302 DS	4.30 pm. – 5.30 pm.
13.02.2023	304 (Specialization wise subject I)	1.00 pm. – 3.00 pm.
	305 (Specialization wise subject II)	4.30 pm. – 6.30 pm.
14.02.2023	306 IBE	1.00 pm. – 2.00 pm.
	308 PM	4.30 pm. – 5.30 pm.
15.02.2023	309 KM	1.00 pm. – 2.00 pm.

The link of the Online MCQ Examination will be sent to the students 5 minutes prior to the scheduled time of the examination and the link will be active only during the duration as





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mentioned in the above time-table. Hence, students should solve and submit their Online MCQ Question Paper during the duration as mentioned in above time-table.

The students with BA specialization will be sent a separate communication regarding their Internal Term-End Examination.

Those students who have overlapping subjects for 304 or 305 on 13.02.2023 because of their MINOR Specialization should solve and submit both their overlapping Question Papers in the duration as mentioned in the above time-table.

  
**Dr. Prachi Pargaonkar**

**Director**

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### DETAILS FOR INTERNAL END TERM EXAMINATION FOR MBA I & MBA II 10th Feb to 16th Feb 2023



Yatin Bokil <yatinbokil.skssbm@sinhgad.edu>

#### Internal Term End Examination - February 2023

1 message

Yatin Bokil <yatinbokil.skssbm@sinhgad.edu>

Mon, Jan 30, 2023 at 12:09 PM

To: FacultySKNSSBM <facultyskssbm@sinhgad.edu>

Cc: "Dr. Prachi Pargaonkar" <director\_sknssbm@sinhgad.edu>

Dear all,

Please find attached herewith the minutes of the meeting of Internal Term End Examination Committee. The particulars regarding Internal Term End Examination have been mentioned in the same.

The Internal Term End Examination will be conducted for all Core Subjects and University Level Subjects of MBA I and MBA II from 10<sup>th</sup> February to 16<sup>th</sup> February 2023.

As per the directives of Director madam, the Subject Coordinator, in collaboration with the respective Subject Teachers, will formulate two sets of Question Papers and respective Model Answers. The Question Papers and the Model Answers should be sent to Dr. Sangita Gorde ([sangitajangle.skssbm@sinhgad.edu](mailto:sangitajangle.skssbm@sinhgad.edu)) and Dr. Ganesh Yadav ([ganeshyadav.skssbm@sinhgad.edu](mailto:ganeshyadav.skssbm@sinhgad.edu)) with Cc to [director\\_sknssbm@sinhgad.edu](mailto:director_sknssbm@sinhgad.edu) and [yatinbokil.skssbm@sinhgad.edu](mailto:yatinbokil.skssbm@sinhgad.edu). The Question Papers should be sent by 2<sup>nd</sup> February 2023 and the Model Answers by 9<sup>th</sup> February 2023. The Model Answers are expected to include the key points for the respective questions.

The Question Paper Pattern for the Internal Term End Examination will be as per the Question Paper format of Savitribai Phule Pune University Examination.

For any further clarification, kindly contact the members of the Internal Term End Examination Committee.

Regards,

Internal Term End Examination Committee



Minutes of the Meeting.pdf

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#### RESPONSIBILITY ALLOCATION FOR THE INTERNAL TERM END EXAMINATION

MBA I (SEMESTER I) AND MBA II (SEMESTER III)

10 – 16 FEBRUARY 2023

Sr. No.	Activity	Members
1	Central Coordination	Dr. Prachi Pargaonkar, Dr. Yatin Bokil, Dr. Ganesh Yadav, Dr. Sangita Gorde, Dr. Manoj Kulkarni, Prof. Manjula Dhulipala, Dr. D. P. Rane
2	Updation of Policy Manual for the Internal Term End Examination	Dr. Yatin Bokil, Dr. Ganesh Yadav, Dr. Sangita Gorde
3	Preparation and finalization of specialization-wise list of students of MBA II for Internal Term End Examination	Prof. Manjula Dhulipala
4	Preparation of block-wise list of students with seat numbers	Prof. Manjula Dhulipala
5	Compilation of 2 sets of Question Papers (soft copies and hard copies) and Model Answers (soft copies and hard copies) and random selection of Question Papers for disseminating to students for Internal Term End Examination	Dr. Sangita Gorde, Dr. Ganesh Yadav, Dr. Yatin Bokil
6	Preparation of hard copies of Question Papers, Question Papers to be sealed in enclosure in Examination Control room	Dr. Ganesh Yadav, Dr. Manoj Kulkarni, Dr. D. P. Rane, Dr. Yatin Bokil
7	Arrangement of Answer Sheets	Dr. Ganesh Yadav, Dr. Yatin Bokil
8	Internal Term End Examination Blocks preparation with seat numbers	Dr. Manoj Kulkarni, Dr. Ganesh Yadav





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9	Invigilation Chart preparation and dissemination	Dr. D. P. Rane
10	Examination Control Room Coordination during Internal Term End Examination	Dr. Ganesh Yadav, Dr. Sangita Gorde, Dr. D. P. Rane
11	Geotagged photos of the Internal Term End Examination and related activities	Dr. Sangita Gorde, Dr. Ganesh Yadav
12	Internal Term End Examination Report preparation with geotagged photos	Dr. Sangita Gorde, Dr. Yatin Bokil
13	Minutes of the Internal Term End Examination Committee meetings	Dr. Sangita Gorde
14	Preparation and maintenance of Internal Term End Examination File and relevant records	Dr. Sangita Gorde

  
Dr. Prachi Pargaonkar

Director

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### INTERNAL END TERM EXAM COMMITTEE 2022-2023

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Important communication regarding **Internal Term-End Examination** 📄 🗑️

Inbox x

**D** **Dr. Sangita Ulhas Gorde** <sangitajangle.sknssbm@sinhgad.edu> Tue, 7 Feb, 17:46 ★ ↶ ⋮  
to FacultySKNSSBM, Prachi ▾

Dear All,  
This is regarding the **Internal Term-End Examination** for MBA Second Year students. Please find an attachment.  
**Internal Exam Team**

—

Sinhgad Technical Education Society | [www.sinhgad.edu](http://www.sinhgad.edu)

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#### INTERNAL TERM END EXAMINATION COMMITTEE

Minutes of the meeting held on 23/01/2023, from 3.00 pm. to 4.00 pm.

Members of Internal Term End Examination Committee:

1	Dr. Yatin Bokil (Dean)	Chairman	
2	Dr. Ganesh Yadav	Member & College Examination Officer (CEO)	
3	Dr. Sangita Gorde	Member	
4	Dr. Manoj Kulkarni	Member	
5	Prof. Manjula Dhulipala	Member	
6	Dr. D. P. Rane	Member	

Points discussed in the meeting:

1. The meeting was held to prepare and finalize the schedule for the Internal Term End Examination to be conducted for MBA I and MBA II and the activities related to the same.
2. The Internal Term End Examination will be conducted for all Core Subjects and University Level Subjects of MBA I and MBA II.
3. The Question Paper Pattern for the Internal Term End Examination will be as prescribed by Savitribai Phule Pune University and based on the respective Subject Rubrics.
4. The Internal Term End Examination will be conducted from 10<sup>th</sup> February to 16<sup>th</sup> February 2023.
5. Preparation and finalization of specialization-wise list of students of MBA II for Internal Term End Examination to be done by 27<sup>th</sup> January 2023.
6. Preparation of block-wise list of students with seat numbers to be done by 3<sup>rd</sup> February 2023.
7. Respective Subject Coordinator, in collaboration with the respective Subject Teachers, will formulate the two sets of Question Papers and Model Answers. The Question Papers to be



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#### TIME-TABLE OF INTERNAL TERM END EXAMINATION

Date	Day	Time	MBA I	MBA II
10/02/2023	Friday	10.00 am- 12.00 pm	101 MA	301 SM
		2.00 pm- 4.00 pm	102 OB	302 DS
13/02/2023	Monday	10.00 am- 12.00 pm	103 EABD	* 304 (Specialization wise Subject I)
		2.00 pm- 4.00 pm	104 BRM	* 305 (S Specialization wise Subject II)
14/02/2023	Tuesday	10.00 am- 12.00 pm	105 BOM	306 JBE
		2.00 pm- 4.00 pm	106 DB	308 PM
15/02/2023	Wednesday	10.00 am- 12.00 pm	107 MF	309 KM
		2.00 pm- 4.00 pm	108 IE	305 BA – ASM Using R (Only for those students who have selected BA as a MINOR specialization)
16/02/2023	Thursday	10.00 am- 12.00 pm	109 ED	305 OSCM - LM (Only for those students who have selected OSCM as a MINOR specialization)

*304	Marketing - SM	Finance - AFM	HR- SHRM	OSCM – SOM- II	BA- ASM Using R
*305	Marketing - SDM	Finance –IF	HR-HO	OSCM - LM	BA- ML & CI Using Python

*Prachi*

**Dr. Prachi Pargaonkar**

Director

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### **SUPPORTING DOCUMENTS REGARDING END TERM EXAMINATION 10<sup>th</sup> to 15<sup>th</sup> FEB 2023**



#### NAAC Criterion 2 - Documents regarding Internal Term End Examination

Inbox x



**Yatin Bokil**

to me, Prachi, Sadhana, Sheetal, Suraj

Tue, 18 Jul, 12:10 (2 days ago)



Dear madam,

Please find attached herewith the following documents regarding Internal Term End Examination for NAAC Criterion 2.

1. Email communication regarding Internal Term End examination conducted in February 2023
2. Minutes of meeting regarding Internal Term End examination conducted in February 2023
3. Email communication regarding Internal Term End examination conducted in June 2023
4. Minutes of meeting regarding Internal Term End examination conducted in June 2023

We will also be sharing additional supporting documents regarding the same shortly.

Regards,

Yatin Bokil



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Dear students,

This is regarding the Internal Term-End Examination for MBA Second Year students. An application of the MBA Second Year students was received requesting the cancellation of the Internal Term-End Examination scheduled from 10.02.2023 in view of the commencement of the Savitribai Phule Pune University Second Semester Backlog Examination and Third Semester Regular Examination for MBA Second Year students from 20.02.2023. The concern raised by the students through their application regarding the effect of the tight scheduling on the preparation for the Savitribai Phule Pune University Examination was found to be genuine by the Internal Term-End Examination Committee. Hence, it has been decided to conduct an Online MCQ Internal Term-End Examination for MBA Second Year students only for this semester.

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Search in emails		
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14.02.2023	306 IBE	1.00 pm. – 2.00 pm.
	308 PM	4.30 pm. – 5.30 pm.
15.02.2023	309 KM	1.00 pm. – 2.00 pm.

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Those students who have overlapping subjects for 304 or 305 on 13.02.2023 because of their MINOR Specialization should solve and submit both their overlapping Question Papers in the duration as mentioned in the above time-table.

Please find attached herewith the communication regarding the same.

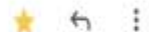
Regards,

## Gentle Remainder for Question Paper Inbox x



**Dr. Sangita Ulhas Gorde** <sangitajangle.sknbsm@sinhgad.edu>

Wed, 8 Feb, 12:01



to me, Prachi, Yatin

Dear Madam,

Please send the OB question papers, today we have to take the printouts for the **examination**.

**Internal Exam Team**

--

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# S. K. N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

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**Dr. Roza Ashish Parashar** <rozaparashar.sknssbm@sinhgad.edu>

Thu, 9 Feb, 13:05

to Dp, Mayuri, Kalpana, Ganesh, Prachi, Yatin, Manjula, Sangita

Dear all,

PFA answer key for 102 OB Set I. I will share OB SET II and answer key immediately after I finalize the questions with other subject teachers of OB.

Regards,

**Dr. Roza A Parashar**

\*\*\*

2 Attachments • Scanned by Gmail

S.K.N. Sinhgad School of Business Management	
Internal Question Paper (Set I)	
Sl. No.	Mark
1. Multiple Choice Questions	20
2. Short Answer Questions	10
3. Long Answer Questions	10
4. Case Study	10
5. Numerical Problems	10
<b>Total</b>	<b>60</b>

102 OB Internal P...

S.K.N. Sinhgad School of Business Management	
Internal Question Paper (Set II)	
Sl. No.	Mark
1. Multiple Choice Questions	20
2. Short Answer Questions	10
3. Long Answer Questions	10
4. Case Study	10
5. Numerical Problems	10
<b>Total</b>	<b>60</b>

102 OB Internal p...





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### Question Paper format for Internal Term End Examination

Inbox x



**Ganesh Yadav** <ganeshyadav.sknssbm@sinhgad.edu>

Mon, 30 Jan, 14:27



to FacultySKNSSBM, Prachi, Rajashree ▾

Dear all,

Please find attached herewith the Question Paper format for Internal Term End Examination.

Regards,

Internal Term End Examination Committee

### SAMPLE FORMAT SHARED BY INTERNAL EXAM TEAM

**Sinhgad Technical Education Society's**  
**SKN Sinhgad School of Business Management**  
Internal Term End Examination October/November-2022  
Master of Business Administration  
(2019 Pattern) (Semester-I)

Time: 02 Hrs.	Sub. & Code:	Max. Marks: <b>50</b>
<b>Instructions: 1) All questions are compulsory.</b>		
<b>Q.1)</b>	Solve any five.	<b>[10]</b>
	a)	<b>[02]</b>
	b)	<b>[02]</b>
	c)	<b>[02]</b>
	d)	<b>[02]</b>
	e)	<b>[02]</b>
	f)	<b>[02]</b>
	g)	<b>[02]</b>



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<b>Q.2)</b>	Solve any two.		<b>[10]</b>
	a)		<b>[05]</b>
	b)		<b>[05]</b>
	c)		<b>[05]</b>
<b>Q.3)</b>	Solve any one.		<b>[10]</b>
	a)		
	b)		
<b>Q.4)</b>	Solve any one.		<b>[10]</b>
	a)		
	b)		
<b>Q.5)</b>	Solve any one.		<b>[10]</b>
	a)		
	b)		

**SUPPORTING DOCUMENT: SAMPLE QUESTION PAPER OF OB**

Sinhgad Technical Education Society's  
**SKN Sinhgad School of Business Management**  
Internal Term End Examination October/November-2022  
Master of Business Administration  
(2019 Pattern) (Semester-I)

Time: 02 Hrs.	<b>Sub. &amp; Code: 102 Organizational Behaviour</b>	Max. Marks: <b>50</b>
<b>Instructions: 1) All questions are compulsory.</b>		
<b>Q.1)</b>	<b>Solve any five.</b>	<b>[10]</b>
	a) Define Organizational Behaviour.	<b>[02]</b>
	b) Quote Emotional Intelligence in your understanding.	<b>[02]</b>
	c) Define Group Dynamics	<b>[02]</b>
	d) Define Perception	<b>[02]</b>
	e) Write in short Workplace Spirituality	<b>[02]</b>
	f) Write definition of Attitude	<b>[02]</b>
	g) Outline the Types of Culture	<b>[02]</b>



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<b>Q.2)</b>	<b>Solve any two.</b>		<b>[10]</b>
	a)	Summarize Kurt Lewin's- Three step model	<b>[05]</b>
	b)	Compare Managers V/s Leaders	<b>[05]</b>
	c)	Interpret Five functions of management	<b>[05]</b>
<b>Q.3)</b>	<b>Solve any one.</b>		<b>[10]</b>
	a)	Express importance of Managing Cultural Diversity by organization	
	b)	Articulate Balancing Work and Life in today's corporate scenario	
<b>Q.4)</b>	<b>Solve any one.</b>		<b>[10]</b>
	a)	Explain Maslow's Need Hierarchy Theory	
	b)	Explain Models of OB	
<b>Q.5)</b>	<b>Solve any one.</b>		<b>[10]</b>
	a)	The Five -Stage Model of Group Development. Write in Brief	
	b)	"Developing a Learning Organization is an need of hour for all employees "Put up your refection	

**ANSWER KEY**

**Q1 Solve any five.**

a)	<b>Define Organizational Behaviour.</b> "Organizational behaviour is directly concerned with the understanding, prediction, and control of human behaviour in organizations." — Fred Luthans. Organizational behaviour is the study of both group and individual performance and activity within an organization. This area of study examines human behaviour in a work environment and determines its impact on job structure, performance, communication, motivation, leadership, etc.
b)	<b>Quote Emotional Intelligence in your understanding.</b> Emotional intelligence (EI) is the ability to perceive, interpret, demonstrate, control, and use emotions to communicate with and relate to others effectively and constructively. This ability to express and control <u>emotions</u> is essential, but so is the ability to understand, interpret, and respond to the emotions of others.
c)	<b>Define Group Dynamics</b> group dynamics refers to the study of forces operating within a group. In other words, "the social process by which people interact face to face in small groups is called <b>group dynamics</b> "



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		Group dynamics is important for every manager, it provides information to managers about the way to control the behaviour of members of the group.
	d)	<p><b>Define Perception</b> the act or faculty of <u>perceiving</u>, or apprehending by means of the senses or of the mind; cognition; understanding.</p> <p>immediate or intuitive recognition or appreciation, as of moral, psychological, or aesthetic qualities; insight; intuition; discernment</p>
	e)	<p><b>Write in short Workplace Spirituality</b></p> <ul style="list-style-type: none"> <li>• Workplace spirituality is a framework of organizational values evidenced in the culture that promote employees' experience of transcendence through the work process, facilitating their sense of being connected to other in a way that provides feeling of completeness and joy</li> <li>• On the other hand, workplace spirituality can also manifest through the responsible behaviors of the employees, such as:             <ul style="list-style-type: none"> <li>• Active listening</li> <li>• Assertively stating one's opinions</li> <li>• Drawing healthy boundaries</li> <li>• Showing respect for others</li> <li>• Responding to conflict and challenges with empathy and compassion.</li> </ul> </li> </ul>
	f)	<p><b>Write definition of Attitude</b></p> <p>An attitude is a positive, negative, or mixed evaluation of an object expressed at some level of intensity. It is an expression of a favorable or unfavorable evaluation of a person, place, thing, or event. These are fundamental determinants of our perceptions of and actions toward all aspects of our social environment. Attitudes involve a complex organization of evaluative beliefs, feelings, and tendencies toward certain actions.</p>
	g)	<p><b>Outline the Types of Culture</b></p> <p>Organizational culture, also known as corporate culture, refers to the values, attitudes, beliefs and behaviors that characterize and contribute to organization's unique social and emotional work environment. Organizational culture is unique for every organization and one of the hardest things to change and consists of written and unwritten rules that have been developed over time.</p> <p><b>Strong and weak typology of organizational culture</b></p> <p>There are two types of cultures, namely, strong and weak.</p> <p>A strong culture is characterized by reinforcing tools such as ceremonies and policies to ensure instilling and spreading its norms and values (Madu, 2012), its focus and orientation towards its employees and their performance, and the group conformity (Ahmad, 2012). Also, it focuses on high-performance and constructive pressure. Such actions strongly influence the behavior of employees and their common purpose and, according to Karlson (2011), are described as a successful culture.</p>



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		<p>"A strong culture is one that people clearly understand and can articulate. A weak culture is one that employees have difficulty defining, understanding, or explaining." <i>Strong culture</i> is said to exist where staff respond to stimulus because of their alignment to organizational values. In such environments, strong cultures help firms operate like well-oiled machines, engaging in outstanding execution with only minor adjustments to existing procedures as needed.</p> <p>Conversely, there is <i>weak culture</i> where there is little alignment with organizational values, and control must be exercised through extensive procedures and bureaucracy.</p>
--	--	---

## Q 2 ) Solve any two

### a) Summarize Kurt Lewin's- Three step model

#### • The 3 stages of change:

##### **Stage 1: Unfreeze old values**

- Before a change can be implemented, it must go through the initial step of unfreezing. Because many people will naturally resist change, the goal during the unfreezing stage is to create an awareness of how the status quo, or current level of acceptability, is hindering the organization in some way. Old behaviors, ways of thinking, processes, people and organizational structures must all be carefully examined to show employees how necessary a change is for the organization to create or maintain a competitive advantage in the marketplace.

##### **Stage 2: Execute change with new tools and training**

- Now that the people are 'unfrozen' they can begin to move. Lewin recognized that change is a process where the organization must transition or move into this new state of being. This **changing** step, also referred to as 'transitioning' or 'moving,' is marked by the implementation of the change.

##### **Stage 3: Refreeze and reinforce the change to make it stick**

Efforts must be made to guarantee the change is not lost; rather, it needs to be cemented into the organization's culture and maintained as the acceptable way of thinking or doing. Positive rewards and acknowledgment of individualized efforts are often used to reinforce the new state because it is believed that positively reinforced behavior will likely be repeated

### b) Compare Managers V/s Leaders.

Manager – An employee of the organization, responsible for its management. Leader – A person who leads, guides, and directs others. A leader is a person who directs, guides and influences the behaviour of his followers towards the attainment of specific goals. Providing direction to the employees by creating vision and communicating it and encouraging them to reach effortlessly. Management Function- Performs only **one** function - direction. A manager is a representative of the organization responsible for the management of the work of a group of employees and takes requisite actions whenever required. Formulating the structure of the



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organization and delegating authority and responsibilities to the employees. Management Function-Performs all **five** functions - planning, organizing, staffing, directing, and controlling.

### c) Interpret Five functions of management

#### 1. Planning:

Planning is looking ahead. According to Henri Fayol, drawing up a good plan of action is the hardest of the five functions of management. This requires an active participation of the entire organization. With respect to time and implementation, planning must be linked to and coordinated on different levels. Planning must take the organization's available resources and flexibility of personnel into consideration as this will guarantee continuity.

#### 2. Organizing

An organization can only function well if it is well-organized. This means that there must be sufficient capital, staff and raw materials so that the organization can run smoothly and that it can build a good working structure. The organizational structure with a good division of functions and tasks is of crucial importance. When the number of functions increases, the organization will expand both horizontally and vertically. This requires a different type of leadership. Organizing is an important function of the five functions of management.

#### 3. Commanding

When given orders and clear working instructions, employees will know exactly what is required of them. Return from all employees will be optimized if they are given concrete instructions with respect to the activities that must be carried out by them. Successful managers have integrity, communicate clearly and base their decisions on regular audits. They are capable of motivating a team and encouraging employees to take initiative.

#### 4. Coordinating

When all activities are harmonized, the organization will function better. Positive influencing of employees behaviour is important in this. Coordination therefore aims at stimulating motivation and discipline within the group dynamics. This requires clear communication and good leadership. Only through positive employee behaviour management can the intended objectives be achieved.

#### 5. Controlling

By verifying whether everything is going according to plan, the organization knows exactly whether the activities are carried out in conformity with the plan.

### Q 3 ) Solve any one.

#### a) Express importance of Managing Cultural Diversity by organization



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**ANS)** Developing cultural competence results in an ability to understand, communicate with, and effectively interact with people across cultures, and work with varying cultural beliefs and schedules. While there are myriad cultural variations, here are some essential to the workplace:

Cultural competence, in brief, is the ability to interact effectively with people from different cultures. This ability depends on awareness of one's own cultural worldview, knowledge of other cultural practices and worldviews, tolerant attitudes towards cultural differences, and cross-cultural skills.

**1. Communication:** Providing information accurately and promptly is critical to effective work and team performance. This is particularly important when a project is troubled and needs immediate corrective actions. However, people from different cultures vary in how, for example, they relate to bad news. People from some Asian cultures are reluctant to give supervisors bad news – while those from other cultures may exaggerate it.

**2. Team-Building:** Some cultures – like the United States – are individualistic, and people want to go it alone. Other cultures value cooperation within or among other teams. Team-building issues can become more problematic as teams are comprised of people from a mix of these cultural types. Effective cross-cultural team-building is essential to benefiting from the potential advantages of cultural diversity in the workplace, and is one of the top **benefits of diversity training in the workplace.**

**b) Articulate Balancing Work and Life in today's corporate scenario**

**ANS)** Work-life balance is **the state where a person chooses to equally prioritize the demands of work and career and the demands of their personal life.** An individual who lacks this balance has more work and home obligations, works longer hours, and lacks personal time

Find a job that you love.

Prioritize your health.

Don't be afraid to unplug.

Take a vacation.

Make time for yourself and family

Set boundaries and work hours.

Set goals and priorities (and stick to them).

- work-life balance is the state of equilibrium where a person equally prioritizes the demands of one's career and the demands of one's personal life. Some of the common reasons that lead to a poor work-life balance include:
- Increased responsibilities at work
- Working longer hours
- Increased responsibilities at home

“Employers who are committed to providing environments that support work-life balance for their employees can save on costs, experience fewer cases of absenteeism, and enjoy a more loyal and productive workforce.” Employers that offer options



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as telecommuting or flexible work schedules can help employees have a better work-life balance

**Q 4 ) Solve any one.**

a) **Explain Maslow's Need Hierarchy Theory**

**ANS)**



Maslow's hierarchy of needs is a motivational theory in psychology comprising a five-tier model of human needs, often depicted as hierarchical levels within a pyramid.

From the bottom of the hierarchy upwards, the needs are: physiological (food and clothing), safety (job security), love and belonging needs (friendship), esteem, and self-actualization. Needs lower down in the hierarchy must be satisfied before individuals can attend to needs higher up.

Our most basic need is for physical survival, and this will be the first thing that motivates our behavior. Once that level is fulfilled the next level up is what motivates us, and so on.

1. **Physiological needs** - these are biological requirements for human survival, e.g. air, food, drink, shelter, clothing, warmth, sex, sleep.

If these needs are not satisfied the human body cannot function optimally. Maslow considered physiological needs the most important as all the other needs become secondary until these needs are met.





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2. **Safety needs** - once an individual's physiological needs are satisfied, the needs for security and safety become salient. People want to experience order, predictability and control in their lives. These needs can be fulfilled by the family and society (e.g. police, schools, business and medical care).

For example, emotional security, financial security (e.g. employment, social welfare), law and order, freedom from fear, social stability, property, health and wellbeing (e.g. safety against accidents and injury).

3. **Love and belongingness needs** - after physiological and safety needs have been fulfilled, the third level of human needs is social and involves feelings of belongingness. Belongingness, refers to a human emotional need for interpersonal relationships, affiliating, connectedness, and being part of a group.

Examples of belongingness needs include friendship, intimacy, trust, and acceptance, receiving and giving affection, and love.

4. **Esteem needs** are the fourth level in Maslow's hierarchy and include self-worth, accomplishment and respect. Maslow classified esteem needs into two categories: (i) esteem for oneself (dignity, achievement, mastery, independence) and (ii) the desire for reputation or respect from others (e.g., status, prestige).

Maslow indicated that the need for respect or reputation is most important for children and adolescents and precedes real self-esteem or dignity.

5. **Self-actualization needs** are the highest level in Maslow's hierarchy, and refer to the realization of a person's potential, self-fulfillment, seeking personal growth and peak experiences. Maslow (1943) describes this level as the desire to accomplish everything that one can, to become the most that one can be.

### b) Explain Models of OB

ANS) The five models of organisational behaviour are the: **autocratic model**, • **custodial model**, • **supportive model**, • **collegial model** and • **system model**.

#### Autocratic Model

The root level of this model is power with a managerial orientation of authority. The employees in this model are oriented towards obedience and discipline. They are dependent on their boss. The employee requirement that is met is subsistence. The performance result is less.

The major drawbacks of this model are people are easily frustrated, insecurity, dependency on the superiors, minimum performance because of minimum wage.



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### Custodial Model

The root level of this model is economic resources with a managerial orientation of money. The employees in this model are oriented towards security and benefits provided to them. They are dependent on the organization. The employee requirement that is met is security.

This model is adapted by firms having high resources as the name suggest. It is dependent on economic resources. This approach directs to depend on firm rather than on manager or boss. They give passive cooperation as they are satisfied but not strongly encouraged.

### Supportive Model

The root level of this model is leadership with a managerial orientation of support. The employees in this model are oriented towards their job performance and participation. The employee requirement that is met is status and recognition. The performance result is awakened drives.

This model is dependent on leadership strive. It gives a climate to help employees grow and accomplish the job in the interest of the organization. Management job is to assist the employee's job performance. Employees feel a sense of participation.

### Collegial Model

The root level of this model is partnership with a managerial orientation of teamwork. The employees in this model are oriented towards responsible behavior and self-discipline. The employee requirement that is met is self-actualization. The performance result is moderate zeal.

This is an extension of supportive model. The team work approach is adapted for this model. Self-discipline is maintained. Workers feel an obligation to uphold quality standard for the better image of the company. A sense of "accept" and "respect" is seen.

### Q 5 ) Solve any one.

#### a) The Five -Stage Model of Group Development. Write in Brief.

ANS)

**STAGE 1 FORMING:** Individuals during initial stage are not clear of the purpose for which they would like to form into groups, other members, structure of the group, group tasks, leadership & group process. This stage is confused & uncertain. Members observe others, various events & issues & decide what type of behavior is acceptable. Once, members cross this stage, they are clear of the hierarchy & relationships.

**STAGE 2 STORMING:** In this stage is characterized among the group embers due to confusion over relationship, hierarchy, purpose & direction. Members accept the group, but there would be conflict over the leadership, objectives as well as relationship.

**STAGE 3 NORMING:** As members are clear about their leader, group hierarchy, purpose of group & group relationships. So, members settle, start co-operating with each other, develop close relationship, cohesiveness. Members formulate common goals & expectations of the group.

**STAGE 4 PERFORMING:**

Group members exert all their energies towards functioning & performing the tasks in order to attain the group goals. They share their ideas, skills, knowledge & competence in order to excel in the organizational activities forgetting their individual preferences & differences.



SINHGAD TECHNICAL EDUCATION SOCIETY'S®

## S. K. N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

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S. No. 10/1, Ambegaon (Bk.), Pune - 411041. Phone : +91 20 2435 4036

Telefax: +91 20 2435 4036 Email : director\_sknsbm@sinhgad.edu

**Prof. M. N. Navale**

M.E. (Elect.) MIE, MBA

Founder President

**Dr. (Mrs.) Sunanda M. Navale**

B.A., M.P.M., Ph.D.

Founder Secretary

**Dr. Prachi Pargaonkar**

M.Com., Ph.D., FCA

Director

- b) **“Developing a Learning Organization is a need of hour for all employees “Put up your reflection.**

ANS)

- A learning organization is a company whose first priority is attaining new knowledge. All communications and decision-making are focused on learning new things and sharing that knowledge across the organization. Learning organization companies include employee development in their culture and value any opportunity to help employees discover talents and skills. These companies support employee endeavors and sometimes prioritize them over other business goals.
- How to build a learning organization

-Lead by example

-Focus on communication

-Prioritize communication

-Celebrate success

### **INTERNAL MARKS COMMUNICATION FOR COMPILATION APR / MAY 2023 SUPPORTING DOCUMENTS**

Communication for compilation and inwards of internal marks

Inbox x



**Yatin Bokil**

to FacultySKNSBM, Prachi ▾

Mon, 24 Jul, 17:02



Dear all,

Please find attached herewith the communication regarding compilation and inwards of internal marks.

Regards,

Internal Examination Team

Sinhgad Technical Education Society | [www.sinhgad.edu](http://www.sinhgad.edu)

Confidential Information. The information contained in or attached to this e-mail may be confidential information subject to protection by law or terms of applicable confidentiality agreements, and is intended only for the use of the individual or entity named above. If the reader of this message is not the intended recipient, or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any dissemination, distribution



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### S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

Date: 24/07/2023

Process for Compiling and Inwarding Internal Marks on Online Internal Marks System of Savitribai Phule Pune University will be as follows:

I. Subject teachers will send the internal marks to

- A) MBA I – Division Coordinator
- B) MBA II – Specialization Coordinator

The MBA I Division-wise Faculty Coordinators for compilation of internal marks are as follows:

1. Div. A - Prof. Niketa Patil
2. Div. B - Dr. Ram Kolhe
3. Div. C - Prof. Sheetal Sarnot
4. Div. D - Prof. Mrunali Pathak
5. Div. E - Dr. Roza Parasher

The Division Faculty Coordinators are requested to prepare the respective Division-wise List with Seat No. and PRN No. The format for the List is attached with this email. The Division Faculty Coordinators are requested to prepare this list and send the same on [facultysknbsm@sinhgad.edu](mailto:facultysknbsm@sinhgad.edu) latest by 25.07.2023, 10.00 am.

The MBA II Specialization-wise Faculty Coordinators for compilation of internal marks are as follows:

1. Finance - Dr. Sadhana Ogale
2. Marketing – Dr. D. P. Rane
3. HRM- Dr. Sangita Gorde
4. BA - Prof. Kalpana Sayankar
5. OSCM - Dr. Manoj Kulkarni



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Director

The Specialization-wise Faculty Coordinators are requested to prepare the respective Specialization-wise List with Seat No. and PRN No. The Specialization-wise Faculty Coordinators are requested to prepare this list and send the same on [facultyknssbm@sinhgad.edu](mailto:facultyknssbm@sinhgad.edu) latest by 25.07.2023, 10.00 am.

2. The subject teachers should fill the internal marks for their respective subjects in the list sent by Coordinators and send the same to the respective Coordinators latest by 25.07.2023, 4.00 pm.

3. The faculty coordinators will then get the signatures of all the subject teachers on the hard copy of the final compiled internal marks. **The subject teachers should properly check the internal marks for their respective subjects on the hard copy given to them by coordinators and only after properly checking the marks on the hard copy, subject teachers should sign the same.**

4. This hard copy signed by all the subject teachers and the soft copy of the same will be sent by MBA I division coordinators to Dr. Yatin Bokil and Dr. Ganesh Yadav and by MBA II specialization-wise coordinators to Dr. Sangita Gorde and Dr. D. P. Rane latest by 25.07.2023, 6.00 pm. **The coordinators should ensure that there is no discrepancy between the hard copy and soft copy of compiled internal marks sent by them. Only after checking that there is no discrepancy between the hard copy and soft copy, coordinators should send the same.**

5. Final compiled marks will then be sent by Dr. Yatin Bokil and Dr. Ganesh Yadav to MBA I assigned Internal Examiners (faculty who will be entering the marks on Online Internal Marks System of Savitribai Phule Pune University (SPPU)) and by Dr. Sangita Gorde and Dr. D. P. Rane to MBA II assigned Internal Examiners for marks entry in Online Internal Marks System of SPPU latest by 26.07.2023, 11.00 am. **The Internal Examiners should enter the compiled internal marks on the Online Internal Marks System of SPPU only after receiving the same from Dr. Yatin Bokil and Dr. Ganesh Yadav for MBA I and Dr. Sangita Gorde and Dr. D. P. Rane for MBA II.**



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M.Com., Ph.D., FCA

Director

6. Internal Examiner will then be sending the soft copy of the Preview Report to Dr. Yatin Bokil and Dr. Ganesh Yadav for MBA I and Dr. Sangita Gorde and Dr. D. P. Rane

for MBA II for checking latest by 27.07.2023, 5.00 pm. **The Preview Report should be properly checked by the Internal Examiner and only then the same should be sent.**

7. Dr. Yatin Bokil and Dr. Ganesh Yadav for MBA I and Dr. Sangita Gorde and Dr. D. P. Rane for MBA II will check Preview Report to verify whether the marks in preview report are as submitted by subject teachers. After verifying the same, the concerned Internal Examination Committee members will sign on Preview Report and send the email to respective teacher to confirm the marks on the SPPU Online Internal Marks portal latest by 28.07.2023, 3.00 pm. **The Internal Examiners should confirm the marks on the SPPU Online Internal Marks portal only after receiving the email from concerned Internal Examination Committee members to confirm the same.**

8. Internal Examiner will generate Confirmation Report and will send the soft copy of the same to Dr. Yatin Bokil and Dr. Ganesh Yadav for MBA I and Dr. Sangita Gorde and Dr. D. P. Rane for MBA II latest by 28.07.2023, 6.00 pm.

9. The concerned Internal Examination Committee members will check the Confirmation Report and take the printout of the same and get it signed by the Director of the Institute latest by 31.07.2023, 11.00 am.



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Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

### General Instructions

1. The faculty members are requested to send the names of the students who have contributed for the activities coordinated by them during the semester. These names should be sent on [facultyknssbm@sinhgad.edu](mailto:facultyknssbm@sinhgad.edu) latest by 24.07.2023.
2. The placement cell is requested to send the names of the students involved in the coordination of the placement cell activities. These names should be sent on [facultyknssbm@sinhgad.edu](mailto:facultyknssbm@sinhgad.edu) latest by 24.07.2023.

In case of any doubts regarding compiling and inwarding internal marks, please feel free to contact the internal examination team.

**Dr. Prachi Pargaonkar**  
Director







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Founder Secretary

**Dr. Prachi Pargaonkar**

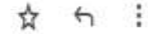
M.Com., Ph.D., FCA

Director



**Dr. Roza Ashish Parashar** <rozaparashar.sknsbm@sinhgad.edu>

Tue, 1 Aug, 16:10 (7 days ago)



to Ganesh ▾

Dear Sir,

I have confirmed the marks for 218 LRS.

Regards,

**Dr. Roza A Parashar**



One attachment • Scanned by Gmail ⓘ

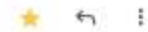


**MBA I Semester II Compiled Internal Marks April/May 2023 for inwarding on SPPU Online Internal Marks System** ⓘ



**Ganesh Yadav**

Fri, 28 Jul, 15:39 (11 days ago)



to FacultySKNSSBM, Prachi ▾

Dear all,

Please find attached herewith the compiled internal marks for MBA I Sem. II, as sent and confirmed by MBA I Division Coordinators and respective MBA I Subject Teachers, for inwarding on SPPU Online Internal Marks System.

You are requested to enter the internal marks on SPPU Webportal on priority.

After inwarding the internal marks on SPPU Webportal, you are requested to send the Preview report to [ganeshyadav.sknsbm@sinhgad.edu](mailto:ganeshyadav.sknsbm@sinhgad.edu) and [yatinbokil.sknsbm@sinhgad.edu](mailto:yatinbokil.sknsbm@sinhgad.edu) latest by 29/07/2023.

After verifying that the internal marks in the preview report sent by you are as per the attached compiled internal marks, you will be sent an email to confirm the same on SPPU Webportal.



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B.A., M.P.M., Ph.D.  
Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

---

Please do not confirm the internal marks on SPPU Webportal before receiving the email to confirm the internal marks.

After confirming the internal marks on SPPU Webportal, you are requested to send the soft copy of the same to [ganeshyadav.sknsbm@sinhgad.edu](mailto:ganeshyadav.sknsbm@sinhgad.edu) and [yatinbokil.sknsbm@sinhgad.edu](mailto:yatinbokil.sknsbm@sinhgad.edu)

In case of any query or doubts, please contact Dr. Ganesh Yadav and Dr. Yatin Bokil.

Regards,

Internal Examination Team

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Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

Regarding Internal Examiner Appointment External Inbox x



**IntMarks Online** <intmarks@pun.unipune.ac.in>  
to me

Tue, 25 Jul 15:23



SAVITRIBAI PHULE PUNE UNIVERSITY  
सावित्रीबाई फुले पुणे विद्यापीठ  
॥ वः क्रियावान् स पण्डितः ॥

Respected Sir/Madam,

Internal marks system for filling up marks is available online at [intmarks.unipune.ac.in](http://intmarks.unipune.ac.in) and it is notified online and through emails.

**Subject chairman/Project Co-ordinator appointed to you as Internal Examiner those details are listed below**



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Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

**Subject chairman/Project Co-ordinator appointed to you as Internal Examiner those details are listed below**

Sr.No	Pattern Name	Subject Name	Subject Type	Batch No	Appointed By	Name Of External
1	MBA (2019 REVISED)	SE-IL-HRM-02 LAB IN RECRUITMENT AND SELECTION	INTERNAL	202304199134	Yadav Ganesh Dinkar	

In case of any difficulty / query, please email us or call on support nos.

Mail ID:- [intmarks@pun.unipune.ac.in](mailto:intmarks@pun.unipune.ac.in)

Mobile No:-9579290178, 9579268940

Regards,

Internal Marks Support Team,

Savitribai Phule Pune University.



IntMarks Online <intmarks@pun.unipune.ac.in>  
to me ▾

Tue, 25 Jul, 15:24



SAVITRIBAI PHULE PUNE UNIVERSITY  
सावित्रीबाई फुले पुणे विद्यापीठ  
॥ यः श्रित्वात् स पणितः ॥

Respected Sir/Madam,

Internal marks system for filling up marks is available online at [intmarks.unipune.ac.in](http://intmarks.unipune.ac.in) and it is notified online and through emails.

**Subject chairman/Project Co-ordinator appointed to you as Internal Examiner those details are listed below**

Sr.No	Pattern Name	Subject Name	Subject Type	Batch No	Appointed By	Name Of External
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**Dr. Prachi Pargaonkar**

M.Com., Ph.D., FCA

Director

Subject chairman/Project Co-ordinator appointed to you as Internal Examiner those details are listed below

Sr.No	Pattern Name	Subject Name	Subject Type	Batch No	Appointed By	Name Of External
1	MBA (2019 REVISED)	INTRODUCTION TO CYBER SECURITY - II	INTERNAL	202304199140	Yadav Ganesh Dinkar	
2	MBA (2019 REVISED)	SE-IL-HRM-02 LAB IN RECRUITMENT AND SELECTION	INTERNAL	202304199134	Yadav Ganesh Dinkar	

In case of any difficulty / query, please email us or call on support nos.

Mail ID:- [intmarks@pun.unipune.ac.in](mailto:intmarks@pun.unipune.ac.in)

Mobile No:-9579290178, 9579268940

Regards,

Internal Marks Support Team,

Savitribai Phule Pune University.



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### DETAILS FOR INTERNAL MARKS ENTRY MBA II SEM IV 2023

MBA II, Sem IV Common subject list as per college summary Inbox x



**Dr. Sangita Ulhas Gorde**

to FacultySKNSSBM, Prachi ▾

Tue, 25 Jul, 10:01



Dear All,

Please find attachment for MBA II, Sem IV Common subject list as per college summary to fill the internal marks.

Thanks & Regards,

--

**Dr. Sangita Ulhas Gorde**

Associate Professor

S.K.N. Sinhgad School of Business Management

Cell No. 9730557601

E-Mail: [sangitajangle.sknssbm@sinhgad.edu](mailto:sangitajangle.sknssbm@sinhgad.edu)



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Director

### SUPPORTING DOCUMENTS

### END TERM EXAMINATION MBA I & MBA II 22<sup>nd</sup> June to 29<sup>th</sup> June 2023

Sr.no	Internal Exam for the Month	Dates
1	MBA I and MBA II	22 <sup>nd</sup> June 2023 to 29 <sup>th</sup> June 2023



Yatin Bokil <yatinbokil.skssbm@sinhgad.edu>

### Internal Term End Examination - Minutes of the Meeting & Time-Table

Yatin Bokil <yatinbokil.skssbm@sinhgad.edu>

Thu, Jun 8, 2023 at 4:07 PM

To: FacultySKSSBM <facultyskssbm@sinhgad.edu>

Cc: "Dr. Prachi Pargaonkar" <director\_sknssbm@sinhgad.edu>

Dear all,

Please find attached herewith the minutes of the meeting of the Internal Term End Examination Committee and the Time-Table of Internal Term End Examination. The particulars regarding Internal Term End Examination have been mentioned in the same.

The Internal Term End Examination will be conducted for all Core Subjects and University Level Subjects of MBA I and MBA II from 22nd June to 29th June 2023.

The Subject Coordinator, in collaboration with the respective Subject Teachers, will formulate two sets of Question Papers and respective Model Answers. The Question Papers and the Model Answers should be sent to Dr. Manoj Kulkarni ([manojkulkarni.skssbm@sinhgad.edu](mailto:manojkulkarni.skssbm@sinhgad.edu)) with Cc to [director\\_sknssbm@sinhgad.edu](mailto:director_sknssbm@sinhgad.edu) and [yatinbokil.skssbm@sinhgad.edu](mailto:yatinbokil.skssbm@sinhgad.edu). The Question Papers should be sent by 15th June 2023 and the Model Answers by 20th June 2023. The Model Answers are expected to include the key points for the respective questions.

The Question Paper Pattern for the Internal Term End Examination will be as per the Question Paper format of Savitribai Phule Pune University Examination.

For any further clarification, kindly contact the members of the Internal Term End Examination Committee.

Regards,

Internal Term End Examination Committee

Internal Term End Examination - Minutes of Meeting & Time-Table.pdf  
1308K



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Director

### INTERNAL EXAM COMMITTEE FOR ACADEMIC YEAR 2022 -2023



Sinhgad Institutes

### S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

#### INTERNAL TERM END EXAMINATION COMMITTEE

Minutes of the meeting held on 03/06/2023, from 3.00 pm. to 4.00 pm.

Members of Internal Term End Examination Committee:

1	Dr. Yatin Bokil (Dean)	Chairman	
2	Dr. Ganesh Yadav	Member & College Examination Officer (CEO)	
3	Dr. Sangita Gorde	Member	
4	Dr. Manoj Kulkarni	Member	
5	Prof. Manjula Dhulipala	Member	
6	Dr. D. P. Rane	Member	

Points discussed in the meeting:

1. The meeting was held to prepare and finalize the schedule for the Internal Term End Examination to be conducted for MBA I and MBA II and the activities related to the same.
2. The Internal Term End Examination will be conducted for all Core Subjects and University Level Subjects of MBA I and MBA II.
3. The Question Paper Pattern for the Internal Term End Examination will be as prescribed by Savitribai Phule Pune University and based on the respective Subject Rubrics.
4. Tentative period for the Internal Term End Examination will be from 22<sup>nd</sup> June to 29<sup>th</sup> June 2023.
5. Preparation and finalization of specialization-wise list of students of MBA I & II for Internal Term End Examination to be done by 15.06.2023.
6. Preparation of block-wise list of students with seat numbers to be done by 20.06.2023.
7. Respective Subject Coordinator, in collaboration with the respective Subject Teachers, will formulate the two sets of Question Papers and Model Answers. The Question





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## S. K. N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

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S. No. 10/1, Ambegaon (Bk.), Pune - 411041. Phone : +91 20 2435 4036

Telefax: +91 20 2435 4036 Email : director\_sknsbm@sinhgad.edu

**Prof. M. N. Navale**  
M.E. (Elect.) MIE, MBA  
Founder President

**Dr. (Mrs.) Sunanda M. Navale**  
B.A., M.P.M., Ph.D.  
Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

- Papers to be sent to the members of Internal Term End Examination Committee on or before 15.06.2023 and the Model Answers to be sent on or before 20.06.2023. The Model Answers are expected to include the key points for the respective questions.
8. The members of Internal Term End Examination Committee will randomly select one set of Question Paper from two sets as the Question Paper for disseminating to the students for the Internal Term End Examination.
  9. The hard copies of the randomly selected Question Papers will be prepared and sealed in the enclosure in the Examination Control Room by 20.06.2023.
  10. Invigilation Chart will be prepared and disseminated by 15.06.2023.
  11. The duration for the Internal Term End Examination for each subject will be 2 hours.
  12. The Term End Examination will be conducted in 2 time-slots: 10.00 am. to 12.00 pm. and 2.00 pm. to 4.00 pm.

  
**Dr. Prachi Pargaonkar**  
Director



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**Dr. Prachi Pargaonkar**

M.Com., Ph.D., FCA

Director

### Open Book Test (408) CSR & S Inbox x



**Dattatray Rane** <dattatray.rane.sknsbm@sinhgad.edu>

to me, Aditya ▾

Tue, 27 Jun, 11:57



Dear faculty member,

We must conduct an open book test for the above mentioned subject at the earliest date.

Please find the model question paper as attached.

Your suggestion will be highly appreciated.

Regards,

Dr.D.P.Rane



**Dattatray Rane** <dattatray.rane.sknsbm@sinhgad.edu>

Tue, 27 Jun, 09:41



to FacultySKNSSBM, vikas, manojkulkarni, Santosh, sharodini, accounts\_sknsbm, Yatin, Sushma, Mahesh, Shailaja, Asha, Vitthal, Mahe: ▾

Dear all,

Please note that we will observe holiday on 29th June ,so our End Term exam is preponed. Your supervision will be there on 28th June Evening and Morning as it is instead of 29th June.

All of you have supported very well and hoping for the same on 28th June.

Regards,

Dr D P Rane

On Thu, 22 Jun 2023, 00:17 Dattatray Rane, <dattatray.rane.sknsbm@sinhgad.edu> wrote:

Dear all,

Please find attached slight changes in the Supervision Chart to be followed from 22nd June to 29th June.

Regards,

Dr.D.P.Rane



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Director

### INTERNAL EXAM 2021-2022

### INTERNAL EXAM COMMITTEE FOR ACADEMIC YEAR 2021 -2022

### SUPPORTING DOCUMENTS

Responsibilities for the current Academic Year inbox x



**Dr. Prachi Pargaonkar** <director\_sknsbm@sinhgad.edu>

Tue, 26 Oct 2021, 13:43



to FacultySKNSSBM, Administrative, Vitthal, vikas, Sushma, Asha, Daya, Mahesh, Shailaja, Sachin ▾

Dear all,

I am sharing with you responsibilities for the current academic year.

We have also formed an internal examination committee for smooth conduct of the end term exam. I am attaching a document stating the purpose, responsibilities and names of committee members.

I expect cooperation from everyone for the smooth running of the Institute.

Thanks and Regards,

Dr. Prachi Pargaonkar

Director,

S.K.N. Sinhgad School of Business Management

S.No.10, Ambegaon (Bk.), Pune-411041

Ph. (020)24354036 Cell No.+91-8975769589

E-Mail-director\_sknsbm@sinhgad.edu

Before printing, think of its impact on the Environment/ Please do not print this email unless it is absolutely necessary. Save paper- Save Environment.

### **INTERNAL EXAMINATION COMMITTEE**

The objective of this committee is to ensure smooth conduct of the internal examination till finalization of internal marks.

Following will be the responsibilities of this committee.

1. This committee will be headed by Dean – Prof. Yatin Bokil. In absence of Prof. Bokil, it will be headed by Director Dr. Prachi Pargaonkar.



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Director

2. Setting up examination dates. (should be part of academic calendar). This should be decided in coordination with Dr. Shalaka Sakharekar, who will be preparing over all academic calendar.
3. Collecting questions (based on Bloom's taxonomy) from respective subject coordinators/teachers along with suggested answers. Subject teachers should be asked to send at least 3 theory related questions topic wise and 2 case studies.
4. Preparing subject paper by selecting questions sent by subject coordinators/teachers. This will be done by members of the committee and should be strictly confidential. Committee will be held responsible for any lapse in this regard.
5. If subject coordinator/teacher happens to be a member of this committee, preparation will be done by another subject representative. For e.g. if Dr. Rane is subject coordinator of Managerial Accounting and also if he happens to be subject representative in this committee, managerial accounting paper will be finalized by some other member of the committee.
6. It will also be responsible for collection of end term marks from the evaluators and the also the final CCE from the subject coordinators/teachers.
7. Result Analysis of the University Semester Examination will be done by this Committee under the supervision of Prof. Yatin Bokil. In absence, of Prof. Bokil, it will be done under direct supervision of Director Dr. Prachi Pargaonkar.
8. Peon Rohit and Sandesh will help this committee with printing of papers and other work as decided by Chairman of the Committee.
9. All cooperation will be extended by all faculty members and office as and when required with respect to timely submission of papers, smooth conduct of the examination, evaluating the papers in the given dead line to name a few.
10. Dr. Sangita Gorde will be responsible to ensure smooth uploading of marks on the University portal.
11. The University exams are not within the purview of this committee. It will be conducted by a different committee.
12. Committee members should maintain proper record of their meetings.

Following will be the members of the internal examination committee.

Name of the committee members	Designation
Prof. Yatin Bokil	Chairman
Dr. Sangita Gorde	Member
Dr. D.P. Rane	Member
Prof. Rosy Kalia	Member



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Prof. Pravin Bodade	Member
Prof. Manjula Dhulipala	Member

### END TERM EXAM APR / MAY 2021 -2022

Sr.no	Internal Exam for the Month	Dates
1	MBA I Sem II and MBA II Sem IV	APR / MAY 2022

Sinhgad Technical Education Society's

### SKN Sinhgad School of Business Management

End-term Examination April/May-2022

Master of Business Administration

(2019 Pattern) (Semester-I)



Time: 02 Hrs	Sub & Code:	Max. Marks: 50
<b>Instructions: 1) All Questions are compulsory</b>		
<b>Q.1)</b>	Solve any five	[10]
	a)	[02]
	b)	[02]
	c)	[02]
	d)	[02]
	e)	[02]
	f)	[02]
	g)	[02]
<b>Q.2)</b>	Solve any two	[10]
	a)	[05]
	b)	[05]
	c)	[05]
<b>Q.3)</b>	Solve any one	[10]
	a)	
	b)	
<b>Q.4)</b>	Solve any one	[10]
	a)	
	b)	
<b>Q.5)</b>	Solve any one	[10]
	a)	
	b)	



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### SAMPLE FORMAT SPPU QUESTION PAPER MAILED TO FACULTY MEMBERS

Total No. of Questions : 5]

SEAT No. :

P5515

[Total No. of Pages : 2

[5659]-5003

First Year Master in Business Administration (M.B.A.)

**ECONOMIC ANALYSIS FOR BUSINESS DECISIONS**

(2019 Pattern) (Semester - I)

Time : 2 : 30 Hours]

[Max. Marks : 50

Instructions to the candidates:

- 1) Draw neat labeled diagrams wherever necessary.
- 2) Figures to the right indicate full marks.
- 3) All Questions are compulsory.

Q1) Solve any five.

[10]

- a) \_\_\_\_\_ defined economics as a study of mankind in the ordinary business of life. [2]
  - i) Adam Smith
  - ii) Lionel Robbins
  - iii) Samuelson
  - iv) Alfred Marshall
- b) Which are the exception to the Law of Demand? [2]
- c) What is Marginal Cost? [2]
- d) Monopolistic competition differs from perfect competition primarily because: [2]
  - i) In perfect competition, firms can differentiate their products.
  - ii) In monopolistic competition, firms can differentiate their products.
  - iii) In monopolistic competition, there are relatively few barriers to entry.
  - iv) In monopolistic competition, entry into the industry is blocked.
- e) Define Managerial Economics. [2]



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- f) Define the concept elasticity of demand. [2]
- g) What is Social Cost? [2]
- h) List the phases of Business Cycle. [2]
- Q2) Solve any two [10]**
- a) Explain Micro economics and describe it's importance. [5]
- b) Explain Sales-force opinion method. [5]
- c) What type of market structure best describes the Indian telecom industry? [5]
- Q3) Solve any one. [10]**
- a) "Market can experience only normal profit situation in the long run in perfect competition", comment. [10]
- b) What are the various types of pricing policies explain with suitable examples? [10]
- Q4) Solve any one [10]**
- a) Explain how Williamson's Managerial Discretionary theory works? [10]
- b) State and Explain the Law of Demand, with exceptions to the Law of demand with suitable example and graphs? [10]
- Q5) Solve any one [10]**
- a) Explain the collusive and Non-collusive Oligopoly. [10]
- b) Explain Profit Maximisation Theory of the firm. [10]



[5659]-5003



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## Question paper Format for the internal Examination April/May 2021-22 Inbox x



**Ganesh Yadav** <ganeshyadav.sknssbm@sinhgad.edu>

Tue, 21 Jun 2022, 16:15

to FacultySKNSSBM

Dear all,

We at SKN Sinhgad School of Business Management as per the directives of Director Dr. Prachi Pargaonkar decided in the meeting of **Internal Examination** committee headed by Prof. Yatin Bokil that **End-term examination** will be conducted for the MBA Sem II and MBA sem IV students.

The **end term examination** will be conducted in offline paper -pen format.

Question paper for the **examination** will be set as per the SPPU rules followed by Bloom's Taxonomy.

For the uniformity purpose herewith sending attached copy of question paper format and sample question paper.

Please submit the question papers before 05/07/2022 towards the mail id [ganeshyadav.sknssbm@sinhgad.edu](mailto:ganeshyadav.sknssbm@sinhgad.edu).

## HRM Paper : Q. 1 Inbox x



**Shalaka Sakhrekar**

Tue, 5 Jul 2022, 11:56

Sinhgad Technical Education Society | www.sinhgad.edu Confidential Information. The information contained in or attached to this e-mail...



**Dr. Roza Ashish Parashar** <rozaparashar.sknssbm@sinhgad.edu>

Wed, 6 Jul 2022, 15:13

to Shalaka, Manjula, Kalpana, Mayuri

Dear all,

Please check the HRM paper and suggest changes or share with the **Internal** exam team.

Best Regards,

\*\*\*

One attachment • Scanned by Gmail







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## END TERM 16<sup>th</sup> August to 23<sup>rd</sup> August 2021

Sr.no	Internal Exam for the Month	Dates
1	ONLINE (COVID) MBA I Sem II	16 <sup>th</sup> August to 23 <sup>rd</sup> August 2021

### Notice For Internal Assessment Inbox x



**Dr. Rajashree Shinde** <director\_sknsbm@sinhgad.edu>

5 Aug 2021, 12:32



to FacultySKNSSBM ▾

Dear all,

Very Important.

Please find attached here with the notice for Internal Assessment and submission

Dr. Rajashree Shinde

Director,

S.K.N. Sinhgad School of Business Management

S.No.10, Ambegaon (Bk.), Pune-411041

Ph. (020)24354036 Cell No.+91-8975769599

E-Mail-director\_sknsbm@sinhgad.edu

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**Dr. Rajashree Shinde**  
M.Com., M.Ed., M.P.M., FCPA/MBA, Ph.D.  
Director

Date: 05/08/2021

### Notice

All faculties are hereby informed that we have decided to conduct our End Term Examination for Semester II from date 16/08/2021 to 23/08/2021. However, there is possibility that Savitribai Phule Pune University might open internal marks link in next week. Therefore, for internal marks submission please complete your subject's internal assessment before 09/08/2021. After assessment is completed then compile your respective subject internal marks and share with Internal Marks Coordinators.

Internal Marks Coordinators-

1. Dr. Sangita Gorde
2. Prof. Rosy Kalia
3. Prof. Lata Bajare

**Dr. Rajashree Shinde**

Director



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### INTERNAL EXAMINATION COMMITTEE

The objective of this committee is to ensure smooth conduct of the internal examination till finalization of internal marks.

Following will be the responsibilities of this committee.

1. This committee will be headed by Dean – Prof. Yatin Bokil. In absence of Prof. Bokil, it will be headed by Director Dr. Prachi Pargaonkar.
2. Setting up examination dates. (should be part of academic calendar). This should be decided in coordination with Dr. Shalaka Sakharekar, who will be preparing over all academic calendar.
3. Collecting questions (based on Bloom's taxonomy) from respective subject coordinators/teachers along with suggested answers. Subject teachers should be asked to send at least 3 theory related questions topic wise and 2 case studies.
4. Preparing subject paper by selecting questions sent by subject coordinators/teachers. This will be done by members of the committee and should be strictly confidential. Committee will be held responsible for any lapse in this regard.
5. If subject coordinator/teacher happens to be a member of this committee, preparation will be done by other subject representative. For e.g. if Dr. Rane is subject coordinator of Managerial Accounting and also if he happens to be subject representative in this committee, managerial accounting paper will be finalized by some other member of the committee.
6. It will also be responsible for collection of end term marks from the evaluators and the also the final CCE from the subject coordinators/teachers.
7. Result Analysis of the University Semester Examination will be done by this Committee under the supervision of Prof. Yatin Bokil. In absence, of Prof. Bokil, it will be done under direct supervision of Director Dr. Prachi Pargaonkar.



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8. Peon Rohit and Sandesh will help this committee with printing of papers and other work as decided by Chairman of the Committee.
9. All cooperation will be extended by all faculty members and office as and when required with respect to timely submission of papers, smooth conduct of the examination, evaluating the papers in the given dead line to name a few.
10. Dr. Sangita Gorde will be responsible to ensure smooth uploading of marks on the University portal.
11. The University exams are not within the purview of this committee. It will be conducted by a different committee.
12. Committee members should maintain proper record of their meetings.

Following will be the members of the internal examination committee.

<b>Name of the committee members</b>	<b>Designation</b>
Prof. Yatin Bokil	Chairman
Dr. Sangita Gorde	Member
Dr. D.P. Rane	Member
Prof. Rosy Kalia	Member
Prof. Pravin Bodade	Member
Prof. Manjula Dhulipala	Member



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### INTERNAL EXAM 2020-2021

### END TERM 2<sup>nd</sup> to 9<sup>th</sup> DECEMBER 2020 SUPPORTING DOCUMENTS

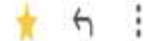
Sr.no	Internal Exam for the Month	Dates
1	MBA II Sem III Dec 20210(ONLINE)	2 <sup>nd</sup> December to 9 <sup>th</sup> December 2020

Fwd: MBA-II SEM-III End term Examination Schedule Inbox x



**Dr. Rajashree Shinde** <director\_sknbsm@sinhgad.edu>

Wed, 18 Nov 2020, 13:37



to FacultySKNSSBM ▾

Before printing, think of its impact on the Environment! Please do not print this email unless it is absolutely necessary. Save paper- Save Environment.

Dear all,

Please find attached Notice for Students and faculties, Time Table of End-Term Examination and Template of Question paper.

The Time Table for the Minor specialisation Internal examination will be sent later.



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S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

Date: 18/11/2020

### Notice

All faculties are hereby informed that the 'End-Term Examination' for MBA- II SEM-III is scheduled from 02/12/2020 to 09/12/2020. You are requested to send the question papers to your respective division students through what's app group or by Google Classroom as per the time table

Following are the guidelines to set and send the question paper.

1. The Question paper should be of 50 marks and as per SPPU format 2019 pattern.
2. Each question will carry 10 marks.
3. Please send one copy of End Term Question Papers to End Term Examination team Prof. Mayuri Yadav and Prof. Kalpana Sayankar
4. Please see attached template of question paper in word format.

**Dr. Rajashree Shinde**

**Director**



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**Prof. M. N. Navale**  
M.E. (Elect.) MIE, MBA  
Founder President

**Dr. (Mrs.) Sunanda M. Navale**  
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Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

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S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

Date: 18/11/2020

### Notice

All the students of MBA II Semester-III are hereby informed that the 'End-Term Examination' is scheduled on 2nd to 9<sup>th</sup> December 2020. This examination will be conducted for Generic core, Generic Elective University Level and Institute Level subjects.

Instructions:

1. Question paper will be shared with you through what's app group or by Google Classroom
2. Answer sheet should be on A4 size ruled paper
3. Students should submit answer sheet to respective subject teacher on same day by making PDF of scanned answer sheet through mail or Goggle classroom according to instructions given by respective subject teacher
4. Hard Copies to be submitted as notified from time to time

Dr. Rajashree Shinde

Director



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**S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT  
END-TERM EXAMINATION MBA-II SEM-III (December 2020)**

Day and Date	Subject 1 (Time : 9.00am)	Subject 2 (Time: 2.00pm)
Wednesday 02/12/2020	301.Strategic Management	302. Decision Science
Thursday 03/12/2020	304.MKT.Services Marketing	305.MKT.Sales and Distribution Management
	304.FIN. Advanced Financial Management	305.FIN.International Finance
	304.HR. Strategic Human Resource Management	305.HR.HR Operations
	304.OSCM.Services Operations Management	305.OSCM.Logistics Management
	304.BA. Advanced Statistical Methods using R	305.BA. Machine Learning & Cognitive intelligence using Python
Friday 04/12/2020	GE-UL1 : 309. Knowledge Management	GE-UL2 : 308.Project Management
Monday 07/12/2020	GE-UL3 : 311. Management of Non-profit organizations	IL1 312.MKT. Business to Business Marketing
		315.FIN. Indirect Taxation
		312.HR. Psychometric Testing and Assessment
		312.OSCM. Manufacturing Resource Planning
Tuesday 08/12/2020	IL2 315.MKT. Marketing of Financial Services-II	IL3 316.MKT. Marketing Analytics
	317.FIN. Financial Modelling	318.FIN.Digital Banking
	318.HR. Performance Management System	319.HR. Change Management and New Technologies in HRM
	313.OSCM. Sustainable Supply Chain	317. OSCM. Six sigma For Operations
	314.BA.Supply Chain Analytics	317.BA. E-Commerce Analytics 1
Wednesday 09/12/2020	391. Cyber Security 3	392. Skill Development 1

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M.B.A.-II (SEMESTER – III)

SUBJECT CODE: SUBJECT NAME

END-TERM EXAMINATION (2019 Pattern)

DECEMBER 2020

*TIME: 2.00 HOURS*

*MAX. MARKS: 50*

**Instructions to the candidates:**

1. *Figures to the right indicate marks for that question.*
2. *Attempt all questions*

**Q.1 Answer any 5 out of 8 (2 marks each)**

- i)
- ii)
- iii)
- iv)
- v)
- vi)
- vii)
- viii)

**Q.2 Answer any 2 out of 3 (5 marks each)**

- i)
- ii)
- iii)

**Q.3**

a) (10 marks)

**OR**



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**b) (10 marks)**

**Q. 5**

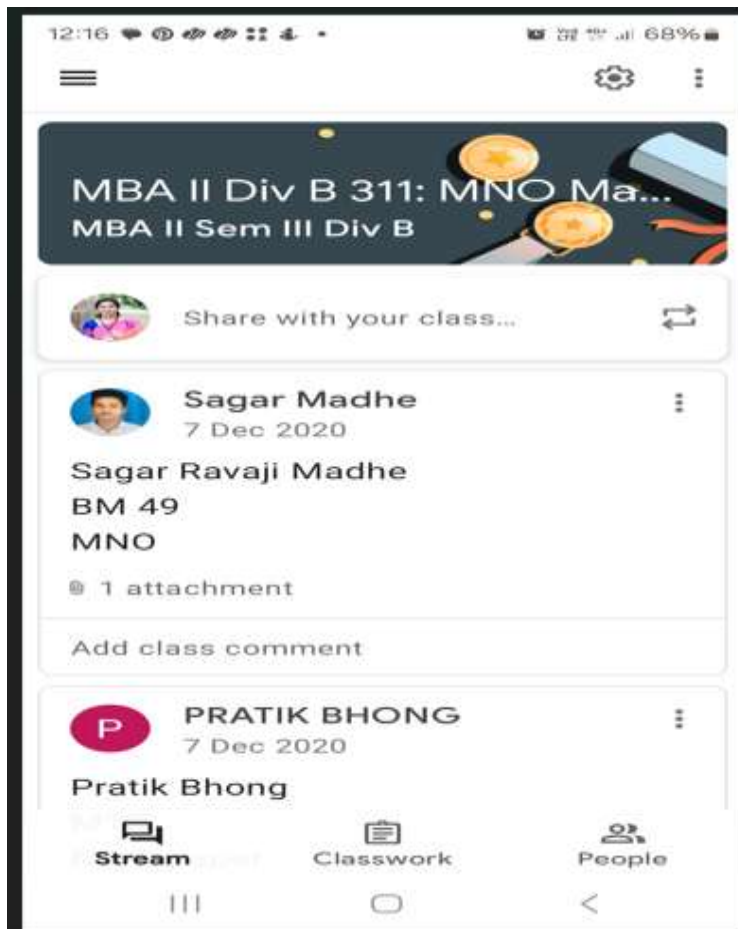
**a) (10 marks)**

**OR**

**b) (10 marks)**

### SUPPORTING DOCUMENTS

Question paper was uploaded on Google classroom and students uploaded hand written paper in pdf format on google classroom





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**Instructions**

**Student work**

Due 7 Dec 2020, 05:59

**311:MNO End term paper  
Dec 2020**

50 points

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BUSINESS MANAGEMENT  
M.B.A.-II (SEMESTER – III)  
MARKETING DIV A & DIV B  
311. MNO: Management of Nonprofit  
Organization  
END-TERM EXAMINATION (2019  
Pattern)  
DECEMBER 2020  
TIME: 2.00 HOURS  
MAX. MARKS: 50

Instructions to the candidates:

1. Figures to the right indicate marks  
for that question.





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### Instructions

### Student work

Instructions to the candidates:

1. Figures to the right indicate marks for that question.

2. Attempt all questions

Q. 1 a) Define the Non- Profit Organization and describe its dimensions. (5 marks)

OR

Q. 1 b) Describe the Roles of board members in Non-Profit organizations, responsibilities of Non-Profit Organizations. Explain Elements of board behavior for effectiveness of organization. (5 marks)

Q. 2 a) Difference between Profit and Non-Profit organizations (5 marks)

OR

Q. 2 b) Explain in detail Skills and abilities of the leaders of nonprofit organizations (5 marks)

Q. 3 a) Write in detail "Indian Trust Act"

(5





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**Instructions**

**Student work**

**organizations (5 marks)**

Q. 3 a) Write in detail "Indian Trust Act"

(5

marks)

OR

Q. 3 b) Write in detail "Societies Registration Act".

(5 marks)

Q. 4 a) Give example of any Non Profit organizations and its work for the society (5 marks)

OR

Q. 4 b) Explain Roles of Non-Profit organizations in the society

(5 marks)

Q. 5 a) Explain role of Volunteers and their role in Non Profit organizations

( 5 marks)

OR

Q. 5 b) Explain Managing Financial Resources in Non Profit organizations

( 5 marks )

Dr.Roza Parashar

Subject Teacher



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End term Examination

Date: 7/12/2020

Name :- Aishwarya Mukund Ambekar

Roll No :- BM16

Subject :- Management of Nonprofit Organisation (MNO)

Q1.

1) Define non profit organisation & describe its dimensions.  
Nonprofit organisations are organised for a public or mutual benefit other than generating profit for owners or investors.

They can take a variety of forms from informal neighborhood associations, soup kitchens, local churches or traditional charities serving poor to labor unions, self help groups or museums, hospitals & large universities.

Non profit organisation dimensions

1) Planning :- Operational Growth :-

Marketing The first growth that your nonprofit needs to ponder related to your existing programs & service & growth that may be required to do same work more effectively, efficiently & at higher quality.

This growth conversation starts with classifying the true operational costs of your programs, services, & overhead.

2) Program Growth :-

once fully funding operations, your organization can consider the growth of existing programs & services. Program growth has the goal to serve more clients, often through expanding hours, opening satellite office or adding staff.

The program growth strategy has two drivers or

1) compelling social need 2) compelled with strong evidence



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that your programs services effectively address needs.

### 3) Program expansion:-

A third model for nonprofit growth is to expand numbers & types of programs & services that are offered by your organization. Program expansion takes your organisation into new areas of operation.

### 4) Program replication:-

The fourth category of nonprofit growth is to replicate a program model outside of ones immediate geography. Replication differs from program growth primarily based on scale & geography.

## Q.2. Difference bet<sup>n</sup> profit & non profit organisation.

Basis for comparison	Profit organisation	non profit organisation
Meaning	A legal entity, which operates for earning profit for owner, is known as for profit or Profit organisation	A non profit organisation is a legal entity, which operates for serving society as a whole.
Motive	Profit motive	service Motive
format organisation	sole proprietorship, partnership firm or company	club, Trust, public hospitals, society etc.
Management	sole proprietor, partners or directors as case maybe	Trustees, committees or governing bodies.







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Page No.	
Date	

### Parties in trust :-

1) Author / settlor / Trustor / Donor (Mr. X) :-

The person who wants to transfer his property & repose confidence in another for creation of trust.

2) Trustee (Mr. Y) :-

The person who accepts confidence for creation of trust.

3) Beneficiary (Mr. X's granddaughter) :-

The person who will benefit from trust in near future.

### Objectives of trust :-

The main objective is that trust should be created for a lawful purpose.

As per section 4, all purposes are said to be lawful unless it;

i) Is forbidden by law

ii) Defeats provisions of law

iii) Is fraudulent

iv) Involves injury to another person or his property

v) Immoral or against to public policy.

### Types of trust :-

1) Private trust :-

Private trust is for closed group. In other words the beneficiaries can be identified.

ii) Public trust :-

Public trust is created for large group i.e. the public in large.



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## Sample End Term paper shared with students in Covid pandemic

### Management Fundamental Internal Exam May 2021

<https://forms.gle/dtnWXdEem3Q1eaog8>

The image shows two screenshots of a Google Form titled "Management Fundamental Internal Exam". The form is designed for an internal exam on May 5th, 2021. It includes fields for email, student name, and roll number, followed by a multiple-choice question about organizing processes.

**Form Title:** Management Fundamental Internal Exam

**Message:** Dear students, Kindly submit this test considered for your internal exam 5th May 2021

**Field 1:** Email \*  
Valid email address  
This form is collecting email addresses. [Change settings](#)

**Field 2:** Name of the student \*  
Short-answer text

**Field 3:** Roll no ( in format A 12) \*  
Short-answer text

**Question:** Organising process includes one of the following: \*

- (a) Grouping of activities
- (b) Prescribing disciplinary action
- (c) Determining objectives
- (d) Prescribing work schedule



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Director

Strategy development for the 'Examination and Evaluation' Inbox x



**Yatin Bokil** <yatinbokil.sknbsm@sinhgad.edu>

Mon, 21 Sept 2020, 18:40



to me, Sadhana, Rajashree ▾

Dear madam,

As per the requirement of 'INTERNAL PEER TEAM REVIEW REPORT (PERTAINING TO NAAC-PART B)', the "documents pertaining strategy development for the 'Examination and Evaluation' " need to be maintained.

For your reference, following is the strategy development content for the 'Examination and Evaluation' as submitted in our institute's AQAR 2018-19 to NAAC. (6.2.1 Pg. 24).

### Examination and Evaluation

The examinations for the programmes offered is conducted by the University and hence, the college has no control over the evaluation. However, for the 'Internal' evaluation, the college has developed the strategies for quality improvement:

1. Question papers are prepared by faculty appointed by the 'examination' department.
2. The question papers are printed by the 'examination' department.
3. The unit test is conducted as per the procedure.
3. The unit test is conducted as per the procedure.
4. The paper is assessed by the concerned faculty.
5. Assignments are given to the students failing in the 'internal' examinations.
6. 'Internal marks' are divided into 'Internal Exam', assignments and attendance as per university guidelines
7. 'Internal audits of Examination' procedure is conducted to ensure continual improvement.
8. University appoint the External Exam Controller at exam center.

Please find attached the copy of our institute's AQAR 2018-19 submitted to NAAC for your reference.

In case you have any doubt or need any further clarification, please contact me for the same.

Regards,

Yatin Bokil



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### **INTERNAL EXAM 2019-2020**

### **END TERM EXAM 7<sup>th</sup> November to 9<sup>th</sup> November 2019**

Sr.no	Internal Exam for the Month	Dates
1	MBA II	7th Nov 2019 to 9 <sup>th</sup> November 2019

### **Supporting documents**

SINHGAD TECHNICAL EDUCATION SOCIETY'S  
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Date: 31/10/2019

### **Notice**

This is to inform that we are conducting 'End-Term Examination' for MBA- II from 07/11/2019 to 9/11/2019. You are requested to send the question papers to internal exam team.

Following are the guidelines to send the question paper.

1. The Question paper should be of 50 marks and as per SPPU format 2016 pattern.
2. Each question will carry 10 marks.
3. Last date to submit the End term paper is 4/11/2019.
4. Please send the End Term Question Papers to Dr. Sangita Gorde and Prof. Sheetal Sarnot
5. Please see attached template of question paper in word format.

**Dr. Rajashree Shinde**

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Date: 31/10/2019

**Notice**

All the students of MBA II Semester-III are hereby inform that 'End-Term Examination' is scheduled on 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> November 2019. This examination will be conducted for full credit core subjects.

**Pattern for the examination will be as follows:**

Subjective Questions: 50 marks.

**Time Table**

Day & Date	Time	Subject
Thursday – 7/11/2019	11.00 am – 1.00 pm	301 (SM)
	3.00 pm – 5.00 pm	302 (EPM) & CS III
Friday – 8/11/2019	11.00 am – 1.00 pm	303 (SNVM)
	3.00 pm – 5.00 pm	305 & Soft Skill
Saturday – 9/11/2019	11.00 am – 1.00 pm	306

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M.B.A.-II (SEMESTER – III)

SUBJECT CODE: SUBJECT NAME  
END-TERM EXAMINATION  
APRIL 2019

TIME: 2.00 HOUR

MAX. MARKS: 50

**Instructions to the candidates:**

1. Figures to the right indicate marks for that question.
2. Attempt all questions

Q.1) A

OR

Q.1) B

Q.2)A

OR

Q.2) B

Q.3) A

OR

Q.3) B

Q.4) A

OR

Q.4) B

Q.5) A

OR

Q.5) B



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SKN SINHGAD SCHOOL OF BUSINESS MANAGEMENT					
End Term Exam 2019					
Supervision Chart					
Date & Time	Block 1	Block 2	Block 3	Block 4	Reliver
11-07-2019 11.00 am- 1.00 pm	PANS	LB	AM	SP	RP
11-07-2019 3.00 pm- 5.00 pm	RK	RW	MY	PD	SP
11-08-2019 11.00 am- 1.00 pm	PB	MY	RK	RP	KS
11-08-2019 3.00 pm- 5.00 pm	SRS	PD	SO	LB	RW
11-08-2019 11.00 am- 1.00 pm	AM	KS	GY	PANS	DR

### END TERM EXAM APRIL 2019

Sr.no	Internal Exam for the Month	Dates
1	MBA II Sem III	7 <sup>th</sup> November 2019 to 11 <sup>th</sup> November 2019



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Director

### End Term Exam 2019

Inbox x



**Dr. Rajashree Shinde** <director\_sknsbm@sinhgad.edu>

Thu, 31 Oct 2019, 15:55



to FacultySKNSSBM, Mahesh, Shailaja, Asha ▾

Dear All,

Please find attached herewith the schedule for **End Term Examination** for MBA II Semester III. Submit the question papers on or before Tuesday, 5th Nov. 2019 by 5 pm.

Dr. Rajashree Shinde

Director,

S.K.N. Sinhgad School of Business Management

S.No.10, Ambegaon (Bk.), Pune-411041

Ph. (020)24354036 Cell No.+91-8975769599

[E-Mail-director\\_sknsbm@sinhgad.edu](mailto:director_sknsbm@sinhgad.edu)

Before printing, think of its impact on the Environment/ Please do not print this email unless it is absolutely necessary. Save paper- Save Environment.





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## S. K. N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

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S. No. 10/1, Ambegaon (Bk.), Pune - 411041. Phone : +91 20 2435 4036

Telefax: +91 20 2435 4036 Email : director\_sknbsm@sinhgad.edu

**Prof. M. N. Navale**

M.E. (Elect.) MIE, MBA

Founder President

**Dr. (Mrs.) Sunanda M. Navale**

B.A., M.P.M., Ph.D.

Founder Secretary

**Dr. Prachi Pargaonkar**

M.Com., Ph.D., FCA

Director

**SINHGAD TECHNICAL EDUCATION SOCIETY'S  
S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT**

Date: 31/10/2019

### Notice

This is to inform that we are conducting 'End-Term Examination' for MBA- II from 07/11/2019 to 9/11/2019. You are requested to send the question papers to internal exam team.

Following are the guidelines to send the question paper.

1. The Question paper should be of 50 marks and as per SPPU format 2016 pattern.
2. Each question will carry 10 marks.
3. Last date to submit the End term paper is 4/11/2019.
4. Please send the End Term Question Papers to Dr. Sangita Gorde and Prof. Sheetal Sarnot
5. Please see attached template of question paper in word format.

**Dr. Rajashree Shinde**

**Director**

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S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT  
M.B.A.-II (SEMESTER – III)

SUBJECT CODE: SUBJECT NAME  
END-TERM EXAMINATION  
APRIL 2019

TIME: 2.00 HOUR

MAX. MARKS: 50

**Instructions to the candidates:**

1. Figures to the right indicate marks for that question.
2. Attempt all questions

Q.1) A

OR

Q.1) B

Q.2)A

OR

Q.2) B

Q.3) A

OR

Q.3) B

Q.4) A

OR

Q.4) B

Q.5) A

OR

Q.5) B



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### SKN SINHGAD SCHOOL OF BUSINESS MANAGEMENT

#### End Term Exam 2019

#### Supervision Chart

Date & Time	Block 1	Block 2	Block 3	Block 4	Reliver
11-07-2019 11.00 am- 1.00 pm	PANS	LB	AM	SP	RP
11-07-2019 3.00 pm- 5.00 pm	RK	RW	MY	PD	SP
11-08-2019 11.00 am- 1.00 pm	PB	MY	RK	RP	KS
11-08-2019 3.00 pm- 5.00 pm	SRS	PD	SO	LB	RW
11-09-2019 11.00 am- 1.00 pm	AM	KS	GY	PANS	DR



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## INTERNAL EXAM 2018-2019

Sr.no	Internal Exam for the Month	Dates
1	MBA I Sem I and MBA II Sem III Nov 2018	13th to 15th Nov 2018
2	MBA I Sem II and MBA II Sem IV APRIL 2019	10th April to 12th April 2019

## END TERM EXAMINATION MBA I Sem I and MBA II Sem III 13<sup>th</sup> to 15<sup>th</sup> November 2018 Supporting documents

**End Term Examination** on 13/14/15 November 2018. Inbox x

**A** **Ashwini Barpute** <ashwinibarpute.sknsbm@sinhgad.edu> Mon, 22 Oct 2018, 12:18 ☆ ↶ ⋮  
to facultysknsbm, Tanushri, Sanchit ▾

Dear All

PFA **Internal End term** Exam schedule Nov 2018 & faculty Notice.  
Please send the question papers in MS-Word.  
Any queries or doubts, please get in touch with **Internal** Exam Team.

Best Regards  
SKN SSBM **Internal** Exam Team  
Prof Kalpana Sayankar  
Prof Ashwini Barpute  
Prof Ajita More

Incl: 1.Faculty Notice for Question Paper  
2.Template of Question Paper (Word Format)  
3. Exam Schedule NOV 2018.



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STES'

**SKN Sinhgad School of Business Management**

Date: 22/10/2018

**Notice**

All the students of MBA I and MBA-II, are hereby informed that 'End-Term Examination' will held as per the below mentioned schedule.

**Schedule for End Term Examination MBA-I & MBA-II**

Date	Time	Subject
13/11/2018	10.00am -12.15 pm	101 ABD
		301 SM
	02.00pm -04.15 pm	102 EABD
		302 EPM
14/11/2018	10.00am -12.15 pm	103 LAB
		303 SNVM
	02.00pm -04.15 pm	104 BRM
		305 LSSL (HR), CMR (MKT), DT (FIN)
15/11/2018	10.00am -12.15 pm	105 OB
		306 HRACM (HR), CB (MKT), FSIMS (FIN)
	02.00pm -04.15 pm	106 BOM

Dr. Rajashree Shinde,

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### SKN Sinhgad School of Business Management

Date: 22/10/2018

#### Notice

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Following are the guidelines to send the question paper.

1. The Question paper should be of 50 marks and as per SPPU format only.
2. Each question will carry 10 marks.
3. Last date to submit the End term paper is 25/10/2018.
4. Please send the End Term Question Papers to Ashvini Barpute, Ajita More & Kalpana Sayankar.
5. Please see attached template of question paper in word format

**Dr. Rajashree Shinde,**  
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Director

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### SKN Sinhgad School of Business Management

Date: 18/03/2019

#### Notice

This is to inform that we are conducting 'End-Term Examination' for MBA-I & II from 10/04/2019 to 12/04/2019. You are requested to send the question papers to internal exam team.

Following are the guidelines to send the question paper.

1. The Question paper should be of 50 marks and as per SPPU format only.
2. Each question will carry 10 marks.
3. Last date to submit the End term paper is 22/03/2019.
4. Please send the End Term Question Papers to Prof. Dipika Sonawadekar & Prof. Jyoti Borde.
5. Please see attached template of question paper in word format.

**Dr. Rajashree Shinde**

**Director, SKNSSBM.**





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### SKN Sinhgad School of Business Management

Date: 22/10/2018

#### Notice

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5. Please see attached template of question paper in word format

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S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT**

**M.B.A.-I (SEMESTER – I)  
104: BUSINESS RESEARCH METHODS  
END-TERM EXAMINATION  
NOVEMBER. 2018**

***TIME: 2.15 HOURS***

***MAX. MARKS: 50***

**Instructions to the candidates:**

*1. Figures to the right indicate marks for that question.*

Q.1)

OR

Q.1)

Q.2)

OR

Q.2)

Q.3)

OR

Q.3)

Q.4)

OR

Q.4)

Q.5)

OR

Q.5)



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S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT  
M.B.A.-II (SEMESTER – III)  
(MARKETING)  
305 MKT: CONTEMPORARY MARKETING RESEARCH  
END-TERM EXAMINATION  
NOVEMBER 2018

**TIME: 2.15HOUR**

**MAX. MARKS: 50**

**Instructions to the candidates:**

*1. Figures to the right indicate marks for that question.*

Q.1)

OR

Q.1)

Q.2)

OR

Q.2)

Q.3)

OR

Q.3)

Q.4)

OR



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Q.4)

Q.5)

OR

Q.5)

S.K.N Sinhgad School of Business Management (SKNSSBM), Pune

Disciplinary Action or Improper Conduct with respect to Internal Evaluations and Exams

Sr. No.	Nature of Malpractice	Punishment
1	Possessing unfair means or material and or copying therefrom	Re-writing the exam with a revised question paper.
2	Leaving the examination hall without permission of the supervisor or causing disturbances in any manner in the examination proceedings.	Issue of a warning from the Director.
3	Unauthorised communicating with other examinees or anyone else inside or outside the examination hall.	Re-writing the exam with a revised question paper.
4	Mutual/ Mass copying	Re-writing the exam with a revised question paper.
5	Use of mobile phones or any other communication devices inside the examination hall.	Confiscating of the device and writing additional assignments.

Dr. Rajashree Shinde  
Director

S.K.N. Sinhgad School of Business Management  
S. No. 10/1, Ambegaon (Bk.), Pune - 411 041



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**End term Exam scheduled from 10 April 2019 to 12th April 2019 Supporting documents**

Sr.no	Internal Exam for the Month	Dates
1	MBA I Sem II and MBA II Sem IV APRIL 2019	10th April to 12th April 2019



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### End term Exam schedule April 2019 inbox x



**dipika sonawadekar** <sdipika.sknssbm@sinhgad.edu>

Mon, 18 Mar 2019, 17:41



to facultysknssbm, Mayuri, Tanushri, Jyoti ▾

Dear All,

As per instructions received from Director Madam, **Internal End term** Exam will be scheduled from 10 April 2019 to 12th April 2019 .

Please send the respective subject question papers in MS-Word format to Prof.Dipika Sonawadekar and Prof.Jyoti Borde on or before 22/03/2019.

Please find attachments for your reference.

Best Regards,

SKN SSBM **Internal** Exam Team

(Prof.Dipika Sonawadekar

Prof.Jyoti Borde

Prof.Tanushree Gaikawad

Prof.Mayuri Yadav)



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S.K.N. SINHGAD SCHOOL OF BUSINESS MANAGEMENT

**M.B.A.-I (SEMESTER – II)**  
**SUBJECT CODE:SUBJECT NAME**  
**END-TERM EXAMINATION**  
**APRIL, 2019**

**TIME: 2.15 HOURS**

**MAX. MARKS: 50**

**Instructions to the candidates:**

1. *Figures to the right indicate marks for that question.*
2. *Attempt all questions.*

Q.1)

OR

Q.1)

Q.2)

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Q.3)

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## STES'

### SKN Sinhgad School of Business Management

Date: 18/03/2019

### Notice

All the students of MBA I and MBA-II, are hereby informed that 'End-Term Examination' will held as per the below mentioned schedule.

#### Schedule for End Term Examination MBA-I & MBA-II

Date	Time	Subject
10/04/2019	10.00am -12.15 pm	201 MM
		401 MFS
	02.00pm -04.15 pm	202 FM
		403 – <del>Specialisation</del> Subjects
11/04/2019	10.00am -12.15 pm	203 HRM
		404 – <del>Specialisation</del> Subjects
	02.00pm -04.15 pm	204 DS
12/04/2019	10.00am -12.15 pm	205 OSCM
	02.00pm -04.15 pm	206 MIS

Dr. Rajashree Shinde,

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**END TERM EXAMINATION ATTENDANCE REGISTER**

				MBA I END TERM (SEMI I & SEM II)					
				OCT/NOV 2018					
Slr	Block	Name of Supervisor	Subject Name & Code	Present	Absent	Total	Absent Roll No	Supervisor	
11/18	01	Dr. Shalata Satkhanwar	101- Accounting For Bus. Decis 301- Strategic Mgt	21 18	04 12	25 30	A-11, 16, 18, 22 P1-2, 5, 7, 8, 11, 14, 16, 18, 19 22, 23, 25	Dr. Shalata	
11/18	02	Prof. Dipika Somawade	101- ABD 301- SM	19 19	05 11	24 30	A-28, 29, 35, 39, 48 P1-36, 42, 46, 47, 48, 49, 50, 52 54, 59, 60	Dr. Dipika	
11/18	03	Dr. Rahul Wagh	101- ABD 301- SM	21 15	04 15	25 30	B-8, 16, 22, 23 P1-64, 65, 66, 67, 68, 69, 72 77, 80, 82, 83, 84, 85, 86, 88, 89	Dr. Rahul	
11/18	04	Prof. Prayati Fadav	101- ABD 301- SM	21 15	03 16	24 31	B-26, 41, 46 P1-91, 94, 96, 98, 99, 101, 102, 105 107, 110, 111, 112, 113, 114, 118, 119	Prof. Prayati	
13/11/18	05	Dr. Ganesh Yadav	101- ABD 301- SM	21 16	04 14	25 30	C-2, 9, 23, 24 F-2, 5, 7, 8, 11, 12, 15, 16 20, 21, 23, 28, 29, 30	Dr. Ganesh	
13/11/18	06	Prof. Vineta Shasmi	101- ABD 301- SM	21 19	03 11	24 30	C-38, 39, 49 F-31, 33, 36, 37, 38, 35 44, 45, 53, 54, 56	Prof. Vineta	
13/11/18	07	Jankoji Pantar	101- ABD 301- SM	19 20	6 10	25 30	D-2, 4, 7, 8, 20, 21 F-62, 64, 69, 71, 72, 76, 78, 83, 80, 89	Jankoji	
13/11/18	08	Prof. Manjula Dhulipala	101- ABD 301- SM	21 25	02 05	23 30	D-26, 41 F-94, 96, 11-8, 10, 19	Prof. Manjula	
13/11/18	09	Prof. Swapnil Patil	101- ABD	22 24	3 6	25 30	E-7, 12, 27 H-25, 36, 38, 41, 43, 50	Prof. Swapnil	



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Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

End-term Exam April 2019

Date	Block	Name of Supervisor	Subject Code & Name	Present	Absent	Total	Absent Roll No.	Sign	Sign
10/04/19	01	Dr. Shalaka S.	201. MM 401. MFS SS	16	04	20	MBA1- 9, 11, 14, 15, 18, 22, 24, 25 MBA11- 1, 2, 3, 5, 7, 8, 11, 14, 15, 16, 20 2, 3, 29, 29, 30		
10/4/19	02	Prachi P.	201. MM 401. MFS, SD. SD.	15	9	24	MBA11- 26, 28, 29, 34, 35, 39, 40, 47, 48 MBA11- 34, 35, 41, 40, 43, 45, 47, 50, 53, 54, 57, 60		
10/4/19	03	Rahul Wagh	401. MFS 201. MM 492 Skill Development	10	20	30	MBA11- 9, 10, 18, 20, 21, 22, 24 MBA11- 81, 82, 84, 85, 86, 87 70, 72, 73, 74, 75, 77, 78, 80, 81, 82 83, 84, 86, 87		
10/4/19	04	Dipika S.	201. MM 401. MFS (HKT) 401. MFS (OPF) 492 Skill Dev	19	04	23	26, 27, 41, 46, 47 (MBA11) MBA11- 81, 83, 85, 88, 105, 106, 108, 109, 111, 113, 114, 115, 116,		
10/4/19	05	Ajita More	201. MM 401. MFS-Fin 492 Skill Dev-Fin	20	05	25	MBA11- 8, 10, 20, 23, 24 MBA11(Fin) 2, 5, 8, 10, 12, 13, 15, 16, 17 18, 21, 20, 27, 28		
10/4	06	Somnath S. Navale	201. M.M. 401. MFS SD 201. MM	18	05	23	86, 28, 31, 33, 48 28, 43, 44, 45, 53, 56, 59, 60 38, 43, 44, 45, 53, 56, 59, 59 2, 4, 7, 10, 14, 15, 18, 20		
10/4	07	Shalaja Swami	201. MFS 401. MFS Skill Dev. Fin	17	08	25	64, 67, 68, 69, 75, 77, 79, 80, 84 88, 90 83, 84, 67, 68, 69, 75, 77, 79, 84, 84 88, 90		
10/4	08	Hanpata. D.	201. MM 401. MFS (OPF) 401. MFS (CRB) 401. MFS (Fin)	16	07	23	D- 26, 30, 33, 37, 41, 43, 43 OPF- 6, 7, 10 TB- 1, 4, 5, 6. F- 93		
10/4	09	Rasa P.	201. MM	15	10	25	1, 2, 3, 4, 5, 13, 15, 16, 21, 23 1, 7, 8, 9, 10, 11, 13, 15, 18, 21, 23, 24, 25, 26		





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**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

End Term Exam 2022 July							
Date	Block No	Name of Supervisor	Subject Code & Name	Present	Absent	Total	Sign of Supervisor
19/07/2022	01	Shalaja Swami	201-Marketing Management 401-EPM	27	10	37	Shalaja
	02	Dr. Shalaka S	71	07	27	34	Shalaka
	03	Mayur G. Yadav	201-MM 401-EPM	24	11	35	Mayur
	04	Pratik Patil	401-EPM	29	12	41	Pratik
	06	Patmak Murunais	201-MM 401-EPM	09	26	35	Patmak
	05	Niketa Patil	201-MM 401-EPM	13+22	13+22=35	35	Niketa
	06	Kalpna Sayankar	201-MM 401-EPM	33+20	13+15=28	53	Kalpna
	07	Sachin Kulkarni	201-MM 401-EPM	29+16	19+6=25	35+35=70	Sachin
	08	Mrs. Sheetal Sanot	201 MM 401 EPM	23+30	5+11	70	Sheetal
	09	Dr. Saik Belian	201 MM 401 EPM	13+30	6+22	71	Saik
	10	Mangula Dhulipala	201 MM - 401-EPM	26+07	9+16	58	Mangula
				9+9	18+12	27+21=48	
Date				II Sem	III Sem	IV	Total
19/07/22	01	Dr. D. P. Rane	202 FM	29	06	35	35
	01	Dr. D. P. Rane	402 IE&BE	7	28	35	35
	02	Dr. Manoj Kulkarni	202	24	11	35	35
	02	Dr. Manoj Kulkarni	402	13	22	35	35
	03	Daya Hajare	202	21	14	35	35
	03	"	402 IE&BE	09	26	35	35
	04	Asha more	202	29	12	35	35
	04	"	402		11	33	35
	05	Vinhal sudhne	202	31	04	35	35
	05	"	402	20	15	35	35
	06	Niketa Patil	202	30	5	35	35
	06	Niketa Patil	402	24	11	35	35
	07	Sachin Kulkarni	202	24	11	35	35
	07	Sachin Kulkarni	402	20	05	35	35
	08	Niketa Patil		20	05	35	35



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Founder Secretary

**Dr. Prachi Pargaonkar**  
M.Com., Ph.D., FCA  
Director

Date	Block No.	Supervisor's Name	Sub. code & Name	Present	Absent	Total	Supervisor's Sign	Exam Team
10/02/2023 (10:30am-12:30pm)	1	Prof. Pathak Murali	101 Managerial Accounting	33	06	35	[Signature]	}
"	2	Dr. Shalaka S.	101. MA	32	03	35	[Signature]	
"	3	Prof. Manoj Yadar	101. Managerial Accounting	33	02	35	[Signature]	
"	4	Dr. Bhat Aditya Jangde	101. Managerial Accounting	32	03	35	[Signature]	
"	5	Prof. Niketa Latil	101. Managerial Accounting	33	02	35	[Signature]	
"	6	Prof. Kalpana Jagdish	101. Managerial Accounting	32	03	35	[Signature]	
"	7	Dr. Sadhana Jagade	101. MA	26	09	35	[Signature]	
"	8	Dr. Yashita Kulkarni	101 MA	32	03	35	[Signature]	
"	9	Mr. Mark Jacob	101. MA	34	03	37	[Signature]	
"	10	Manjula Dhulapala	101. MA	34	04	38	[Signature]	
				317	38	355		
10/02/2023 (2:30pm-4:30pm)	1	Mr. Pr. B. Shivale	102- OB	29	06	35	[Signature]	}
	02	Mr. Vibhansh Budhte	102 OB	32	03	35	[Signature]	
	03	Mr. Mark Jacob	102 OB	33	02	35	[Signature]	
	04	Ms. Shandali Sonar	102 OB	30	05	35	[Signature]	
	05	Mr. Sunjay Singh Paniker	102 OB	33	02	35	[Signature]	
	06	Mr. Vikas Bansode	102 OB	33	02	35	[Signature]	
	07	Dr. Ram D. Kelhe	102 OB	27	08	35	[Signature]	
	08	Asha Bansode	102 OB	31	04	35	[Signature]	



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Internal Examination  
April / May 2023  
22/01/2023 to 29/01/2023



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Founder Secretary

**Dr. Prachi Pargaonkar**  
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Director

Examination April / May 2023

Date	Block No	Supervisor name	Sub & Code				Sign	
				Present	Absent	Total	Sign	Head Sign
22/04/2023	1	Dr. Raja A. Pawar	201 MKT. Mgmt	14	21	35	[Signature]	[Signature]
			401 EPM	31	06	37		
			201	36	02	37		
			401	22	12	34		
			201	30	07	37		
			401	12	23	35		
			201 MKT	33	06	37		
			401 EPM	17	18	35		
			201 MKT	32	03	35		
			401 EPM	23	12	35		
			201	33	04	37		
			401	25	10	35		
			201	33	03	37		
			401	22	13	35		
			201	15	20	35		
401			37					
23/04/2023	1	Pankaj Mundel	201 - MKT Mgt.	30	07	37	[Signature]	[Signature]
			401 - EPM	16	19	35		
			201 - MKT Mgt	21	4	25		
24/04/2023	1	Surajing Patil	401 - EPM	5	4	9	[Signature]	[Signature]

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Director

**SUPPORTING DOCUMENT: WORK RESPONSIBILITY YEAR WISE**

**Work Responsibility For Academic Year 2023-2024 -Internal & External Exams ( shared with mail )**

Every Academic year Work Responsibility is been allocated to each Teaching and Non-Teaching staff member for proper execution of work

S.K.N. Sinhgad School of Business Management			
Work Responsibility Chart Academic Year 2023 - 24			
Academic & Curricular Work Responsibilities			
Sr. No.	Responsibility	Staff Member Responsible	
26	Internal Examination and SPPU Internal Marks Coordination	Internal exam team and all faculty members	
Students' Administrative Work Responsibilities			
50	Grievance redressal committee	KS	
51	Exam grievance committee	KS	
Savitribai Phule Pune University Work Responsibilities			
67	Examination Forms & Result Documents	Mahesh Yadav	
68	Eligibility Work	SHAILAJA SWAMI	
69	SPPU Examination	CEO-GY, SENIOR SUPERVISOR-SO, ASST. SR.SUPERVISOR-KS	
70	SPPU MBA II SIP Report Submission & SPPU Viva Voce Coordination (Sem-III)	SS	RK
71	LMC and Governing Body Meetings	SUSHMA KUMBHAR	
72	QIP & SPPU Research Projects Coordination	YATIN BOKIL	





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### Work Responsibility For Academic Year 2022-2023 -Internal & External Exams ( shared with mail )

S.K.N. Sinhgad School of Business Management			
Work Responsibility Chart Academic Year 2022-23			
Academic & Curricular Work Responsibilities			
Sr. No.	Responsibility	Staff Member Responsible	
24	MBA II SIP Internal Viva Voce Coordination (Sem. III)	Ms. Sheetal Sarnot	Dr. Ram Kolhe
25	Result Analysis	Dr. Roza Parashar (I yr)	Dr. Sangeeta Gorde, Dr. Yogita Kadam (II yr)
27	Internal Examination and SPPU Internal Marks Coordination	Exam Team and All Faculty Memebrs	
31	Summer Internship Project	Mrs. Sheetal Sarnot	
39	Coordinator for Cyber Security and Human Rights	Dr. Roza Parashar (CS)	Ms. Mayuri Yadav ( HR)
40	Coordinator for Soft Skills (Skill Based Course)	Ms. Manjula Dhulipala	
41	SWAYAM, NPTL, MOOC	Dr. Sadhana Ogale, Dr. Yatin Bokil	

Students' Administrative Work Responsibilities			
49	Grievance redresal committee	Dr. Sangeeta Gorde	
50	Exam grievance committee		
54	Collection of original documents at the time of admission	Mrs. Shailaja Swami	Mahesh Yadav
55	Students' documents custody & regular record updation	Ms. Shailaja Swami	
56	Students original Documents Verification from DTE	Shilaja Swami	Mr. Mahesh Shinde

Savitribai Phule Pune University Work Responsibilities			
63	Examination Forms & Result Documents	Ms. Shailaja Swami	
64	Eligibility Work	Ms. Daya Hajare	
65	SPPU Examination	Exam Team	
66	SPPU MBA II SIP Report Submission & SPPU Viva Voce Coordination (Sem-III)	Ms. Sheetal Sarnot	Dr. Yatin Bokil





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**Work Responsibility For Academic Year 2020-2021 -Internal & External Exams ( shared with mail )**

S.K.N. Sinhgad School of Business Management			
Work Responsibility Chart Academic Year 2020 - 21			
Academic & Curricular Work Responsibilities			
Sr. No.	Responsibility	Staff Member Responsible	
21	MBA II SIP Internal Viva Voce Coordination (Sem. III)	Prapti Dhanshetti	Prof. Kalpana Sayankar
22	Result Analysis	Respective Class Coordinators	Final consolidation to be coordinated by Overall Coordinators
24	Internal Examination	Mayuri Yadav	Kalpana Sayankar, Sheetal Sarmout
25	SPPU Internal Marks Coordination	Dr. Sangeeta Gorde, Lata Bajare	Rosy Kalia
30	Summer Internship Project	Respective Mentor	Mr. Sauchit Pansare, Ms. Prapti Dhanshetti
37	Coordinator for Cyber Security and Human Rights	Prof. Mayuri Yadav	
38	Coordinator for Soft Skills (Skill Based Course)	Prof. Manjula Dhulipala	
39	SWAYAM, NPTEL, MOOC	Dr. Sadhana Ogale	Prof. Kalpana Sayankar
Students' Administrative Work Responsibilities			
47	Grievance redresal committee	Prof. Paravin Bodade	Dr. Sangeeta Gorde
48	Exam grievance committee	Prof. Pravin Bodade	Dr. Sangeeta Gorde
Students' Administrative Work Responsibilities			
47	Grievance redresal committee	Prof. Paravin Bodade	Dr. Sangeeta Gorde
48	Exam grievance committee	Prof. Pravin Bodade	Dr. Sangeeta Gorde
Savitribai Phule Pune University Work Responsibilities			
63	Examination Forms & Result Documents	Ms. Shailaja Swami	
64	Eligibility Work	Ms. Daya Hajare	
65	SPPU Examination	Dr. Ganesh Yadav	Prof. Manjula Dhulipala, Sadhana Ogale
66	SPPU MBA II SIP Report Submission & SPPU Viva Voce Coordination (Sem-III)	Prapti Dhanshetti	Kalpana Sayankar



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**Work Responsibility For Academic Year 2019-2020 -Internal & External Exams ( shared with mail )**

S.K.N. Sinhgad School of Business Management			
Work Responsibility Chart Academic Year 2019 - 20			
Academic & Curricular Work Responsibilities			
Sr. No.	Responsibility	Staff Member Responsible	
21	MBA II SIP Internal Viva Voce Coordination (Sem. III)	Mr.Sanchit Pansare	Dr. Shalaka Sakhrekar
22	MBA II Dissertation Internal Viva Voce Coordination (Sem. IV)	Mr.Sanchit Pansare	Dr. Shalaka Sakhrekar
23	Result Analysis	Respective Class Coordinators	Final consolidation to be coordinated by Overall Coordinators
25	Internal Examination and SPPU Internal Marks Coordination	Dr.Sangita Gorde	Ms. Sheetal Sarnot
31	Summer Internship Project	Respective Mentor	Dr. Shalaka Sakhrekar
36	Winter Projects	Respective Mentors	Dr. Shalaka Sakhrekar
Students' Administrative Work Responsibilities			
49	Grievance redresal committee	Dr. Rane, Prof.Yatin Bokil	Mr. Paravin Bodade Ms. Sheetal Sarnot
50	Exam grievance committee	Dr. Rane, Prof.Yatin Bokil	Mr. Paravin Bodade
56	Students' documents custody & regular record updation	Ms.Shailaja Swami	
57	Students original Documents Verification from DTE	Mr.Mahesh Shinde	Ms.Shailaja Swami, Mr.Somnath Nawle
Savitribai Phule Pune University Work Responsibilities			
64	Examination Forms & Result Documents	Ms. Shailaja Swami	
65	Eligibility Work	Ms. Daya Hajare	
66	SPPU Examination	Dr. Ganesh Yadav	Ms. Manjula Dhulipala
67	SPPU MBA II SIP Report Submission & SPPU Viva Voce Coordination (Sem-III)	Mr.Sanchit Pansare	Ms. Lata Bajare
68	SPPU MBA II Dissertation Report Submission and SPPU Dissertation Viva Voce Coordination (Sem-IV)	Mr.Sanchit Pansare	Ms. Lata Bajare



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**Work Responsibility For Academic Year 2018-2019 -Internal & External Exams ( shared with mail )**

S.K.N. Sinhgad School of Business Management			
Work Responsibility Chart Academic Year 2018-19			
Academic & Curricular Work Responsibilities			
Sr. No.	Responsibility	Staff Member Responsible	
21	MBA II SIP Internal Viva Voce Coordination (Sem. III)	Dr. Krishna Sharma	Ashwini Barpute
22	MBA II Dissertation Internal Viva Voce Coordination (Sem. IV)	Mahesh Mane	Onkar Lad
23	Result Analysis	Respective Class Coordinators	To be Coordinated By Dr. Sanzha Gorde for MBA-I and Dr. Pradip Padhye for MBA-II
25	Internal Examination and SPPU Internal Marks Coordination	Dr. Krishna Sharma	Swagnil Patil
30	Coordination with Central Placement Cell	Swagnil Patil	Mahesh Yadav, Onkar Lad
31	Summer Internship Project	Respective Mentor	
36	Winter Projects	Respective Mentors	
Students' Administrative Work Responsibilities			
46	Anti Ragging Affidavits	Shailaja Swami	Mahesh Shinde
47	Students' Data Updation on AICTE Web Portal	Data updation by Respective Mentor coordinated by Arvind Burande	Shailaja Swami
48	DTE - result & concession management - continuous updation	Shailaja Swami	Mahesh Shinde, Deva Hajare
49	Collection of Original Documents at the time of Admission	Shailaja Swami	
50	Students' documents custody & regular record updation	Deva Hajare	
51	Students original Documents Verification from DTE	Mahesh Shinde	Shailaja Swami
56	Other External Examinations	Dr. Ganesh Yadav	Vithal Sadnev
Savitribai Phule Pune University Work Responsibilities			
59	Examination Forms & Result Documents	Shailaja Swami	Mahesh Shinde
61	SPPU Examination	Dr. Ganesh Yadav	Arvind Burande, Manjula Dhanipalla, Swagnil Patil
62	SPPU MBA II SIP Report Submission & SPPU Viva Voce Coordination (Sem. III)	Dr. Pradip Padhye	Mahesh Mane, Onkar Lad
63	SPPU MBA II Dissertation Report Submission and SPPU Dissertation Viva Voce Coordination (Sem. IV)	Dr. Pradip Padhye	Mahesh Mane, Onkar Lad