

**KMSP MANDAL'S**  
**SETH I H BHATIA JR COLLEGE OF COMMERCE AND SCIENCE**  
**F.Y.J.C- COMMERCE**  
**FIRST UNIT TEST EXAMINATION 2022-23**

**ECONOMICS :-**

- 1) BASIC CONCEPT OF ECONOMICS
- 2) MONEY

**BOOK KEEPING & ACCOUNTANCY :-**

- 1) DEFINITION
- 2) IMPORTANCE
- 3) UTILITY
- 4) TERMINOLOGIES
- 5) CLASSIFICATION OF ACCOUNTS

**ORGANISATION OF COMMERCE & MANAGEMENT :-**

- 1) INTRODUCTION TO COMMERCE
- 2) TRADE

**SECRETARIAL PRACTICE :-**

- 1) SECRETORY
- 2) JOINT STOCK COMPANY

**MATHEMATICS:-**

1. MEASURES OF DISPERSION
2. COMPLEX VALUES
3. PARTITION VALUES

**ENGLISH :-**

PROSE: 1.1- BEING NEIGHBORLY  
POEM: 2.1- CHERRY TREE  
WRITING SKILL- 3.4- INTERVIEW

**INFORMATION TECHNOLOGY (IT) :-**

- 1) BASICS OF INFORMATION TECHNOLOGY
- 2) INTRODUCTION TO DBMS