Subject : Assignment File Issue & Submission For Management 1st Sem

All the **1ˢᵗ sem** Students of **BBA, BBA(HM) & MHA** are hereby informed to collect **ASSIGNMENT FILES** as per list attached herewith from the college by paying **Rs.100.00** per file and submit **ASSIGNMENTS** following any one option mentioned below:

DATE OF DISTRIBUTION OF ASSIGNMENT FILE: 21.01.2026 & 22.01.2026

OPTION-1 :
i. Collect **ASSIGNMENT FILES** from the college **on 21.01.2026 & 22.01.2026 at Physics Lab, Ground floor TT building**
ii. Download Assignment Questions from the IST website which will be available from **21.01.2026 (04.00 P.M)**
iii. Write Assignment answers of all theory & practical papers in the page attached in file.
iv. Put Page Number in top middle of every page and put Full Signature in write bottom of every page.
v. Write your details in top page of the file and scan which will be page no-1 and scan remaining pages (2 onwards) in a Single PDF.
vi. Give name of the PDF file according to your subject/paper code.
vii. Send all files through mail to the mail ids mentioned below within **31.01.2026**

OPTION-2 :
i. Download Assignment Questions from the IST website which will be available From **21.01.2026 (04.00 P.M).**
ii. Write Assignment answers all theory & practical papers in the **A4 Pages**.
iii. Make a Heading/Title page for Every Subject/Paper Code as below which will be page no-1:

NAME	:..
COURSE	:..
STREAM	:..
SEMESTER	:..
ROLL NO	:..
SUBJECT/PAPER CODE	:..
SUBJECT/PAPER NAME	:..

iv. Put Page Number in top middle of every page and put Full Signature in write bottom of every page.
v. Scan multiple pages (1 onwards) in a Single PDF.
vi. Give name of the PDF file according to your subject/paper code.
vii. Send all files through mail to the mail ids mentioned below within **31.01.2026**

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viii.   Collect Assignment files from the college later. (it is mandatory).

MAIL IDS WHERE ASSIGNMENTS ARE TO BE SEND:

MANAGEMENT   : **assignment.management2025@gmail.com**

At the time of sending mail , write your details in subject line as :
"YOUR NAME:COURSE:STREAM:SEM:ROLL NO"

Example : If you are Atanu De, student of BBA of 1st Sem having Roll no
32101317056, then your subject line will be like this :
"ATANU DE:MGMT:BBA:1ST:32101317056"

If you don't have any Roll no, in that case you should mention your name, stream and Semester properly.

LIST OF ASSIGNMENT FILE FOR ODD SEM 2025-26

SEM	STREAM	PAPER CODE		NO OF PAPERS
		THEORY	PRACTICAL	
1ST	BBA(HM)	BBA (HM) 101, BBA (HM) 102, MIM101, GE 1B-07, AECC101	SEC181	6
1ST	BBA	CC101, AEC101, CC102, CC103, AEC102, VAC101	----	6
1ST	MHA	MHAN101, MHAN102, MHAN103, MHAN104, MHAN105, MHAN106	----	6

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