

PUNJAB BOARD OF TECHNICAL EDUCATION

21-A Kashmir Block, Allama Iqbal Town, Lahore

Ph: 042- 37800187, 37800125, Exchange: 37800279, 37800088, 37800089, Ext: 127 FAX # 042- 37800255 Website: www.pbte.edu.pk

DATE SHEET

DIPLOMA IN COMMERCE (D.COM PART-I & II) First ANNUAL EXAMINATION 2012

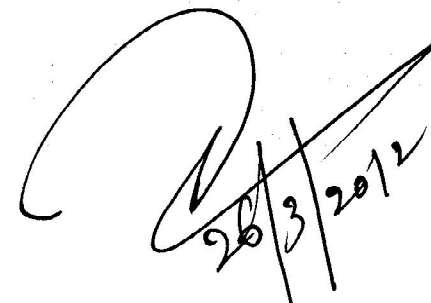
(THEORY) D.COM PART-I

(The Part-I Objective of Theory papers will be opened first)

(THEORY) D.COM PART-II

DATE	DAY	TIME	SUBJECTS	GROUP
10/5/2012	Thursday	8:30 AM	Islamic Studies (Common with DBA & DHO Part-I) Civics for Non Muslim candidates	
11/5/2012	Friday	8:30 AM	Principles of Banking English/Urdu Shorthand -I(Part -I Portion will be opened first at 8:30 am)	
12/5/2012	Saturday	8:30 AM	Principles of Commerce	
14/5/2012	Monday	8:30 AM	English-I(Common with DBA & DHO Part-I)	
15/5/2012	Tuesday	8:30 AM	Currency & Finance Risk Insurance Principles of Salesmanship	
16/5/2012	Wednesday	8:30 AM	Financial Accounting-I	
17/5/2012	Thursday	8:30 AM	Urdu-I (Common with DBA & DHO Part-I)	
18/5/2012	Friday	8:30 AM	Business Information Technology-I	
19/5/2012	Saturday	8:30 AM	Business Mathematics & Statistics Insurance Practice-I Principles of Marketing	
22/5/2012	Tuesday	8:30 AM	English/Urdu Typing	I
		1:30 PM	English/Urdu Typing	II
23/5/2012	Wednesday	8:30 AM	English/Urdu Typing	III
		1:30 PM	English/Urdu Typing	IV
24/5/2012	Thursday	8:30 AM	English/Urdu Typing	V
		1:30 PM	English/Urdu Typing	VI

DATE	DAY	TIME	SUBJECTS
10/5/2012	Thursday	1:30 PM	Pakistan Studies (Common with DBA & DHO Part-II)
11/5/2012	Friday	2:30 PM	Applied Accounting Computer Based Applied Accounting Manual E-Banking English/Urdu Shorthand -II Part-I portion will be opened first at 2:30 PM Advertising Business Environment
12/5/2012	Saturday	1:30 PM	Principles of Economics
14/5/2012	Monday	1:30 PM	Urdu -II (Common with DBA & DHO Part-II)
15/5/2012	Tuesday	1:30 PM	Business Information Technology-II
16/5/2012	Wednesday	1:30 PM	Financial Accounting-II
17/5/2012	Thursday	1:30 PM	Insurance Practice-II Computer Base Correspondence Office Practice & Procedures Entrepreneurship
18/5/2012	Friday	8:30 AM	Business Information Technology-I (Common with D.COM Part-I)
19/5/2012	Saturday	1:30 PM	English -II (Common with DBA & DHO Part-II)
21/5/2012	Monday	8:30 AM	Communication Skills


26/3/2012

(PRACTICAL) D.COM PART-I)

DATE	DAY	TIME	SUBJECT	GROUP
24/5/2012	Thursday	8:30 AM	BUSINESS I.T -I	I
		9:30 AM	BUSINESS I.T -I	II
		10:30 AM	BUSINESS I.T -I	III
		11:30 AM	BUSINESS I.T -I	IV
		12:30 PM	BUSINESS I.T -I	V
		2:30 PM	BUSINESS I.T -I	VI
25/5/2012	Friday	8:30 AM	BUSINESS I.T -I	VII
		9:30 AM	BUSINESS I.T -I	VIII
		10:30 AM	BUSINESS I.T -I	IX
		11:30 AM	BUSINESS I.T -I	X
		12:30 PM	BUSINESS I.T -I	XI
		2:30 PM	BUSINESS I.T -I	XII

(PRACTICAL) D.COM PART-II)

DATE	DAY	TIME	SUBJECT	GROUP
26/5/2012	Saturday	8:30 AM	BUSINESS I.T -II	I
		10:15 AM	BUSINESS I.T -II	II
		12:00 PM	BUSINESS I.T -II	III
		2:30 PM	BUSINESS I.T -II	IV
		4:00 PM	BUSINESS I.T -II	V
28/5/2012	Monday	8:30 AM	BUSINESS I.T -II	VI
		10:15 AM	BUSINESS I.T -II	VII
		12:00 PM	BUSINESS I.T -II	VIII
		2:30 PM	BUSINESS I.T -II	IX
		4:00 PM	BUSINESS I.T -II	X
29/5/2012	Tuesday	8:30 AM	BUSINESS I.T -II	XI
		10:15 AM	BUSINESS I.T -II	XII

IMPORTANT INSTRUCTIONS

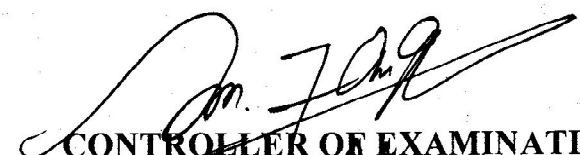
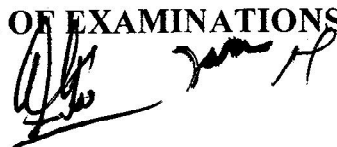
Note:- Please read the following instructions carefully to avoid any complication.

1. The Examination of Business Information Technology (Practical) will be conducted in computer labs of the concerned institute. The candidates will be Divided into groups according to the available computers, each group will consist of at least 20 students. Each set of question papers will be used according to the group date and time given in the date sheet.
2. For the examination of English/Urdu Typewriting the students will be divided into groups according to the typewriters available. Each group will consist of minimum 20 students. Each set of question papers will be used according to the group date & time given in the date sheet. It may be ensured that before the distribution of objective type portion (Part-I), Typing Machines should be kept away from the students or the examination of this part of paper should be conducted in a room where *no* Typing Machine is lying. Superintendent and Deputy Superintendent of Examination Centre will perform their duties for typing examination at the institute to which the students belong or as per Board's direction.
3. In case the number of candidates in English/Urdu Shorthand Part-I & II (speed) is less than 50 it will be considered one group. Shorthand dictation will be delivered to each group in a separate room by different teachers and payment will be made as per Board's rules.
4. The candidates will take (BIT) practical examination in their own institutes. The External Examiners will be appointed by the principal of the concerned institute on behalf of Punjab Board of Technical Education, Lahore.
5. The Principal or his nominee will perform his duty as Resident Inspector during the practical examination. The practical question papers will be kept under the safe custody Of Principal/Resident Inspector.
6. The students of D.Com Part-II who are appearing in BIT-I (Office Secretarial Practice) will take the practical examination along with the students of D.Com Part-I(BIT-I) on 24-5-2012 or 25-5- 2012 as informed/grouped by the principal (in case a candidate is to appear in both E.T & BIT-I of part-II, the grouping may be made on different dates).
7. Local Holiday will not affect the examination.

Attention:-

The supervisory staff is requested to open the question papers according to the date & time as given in the date sheet. In case of non compliance the supervisory staff, Distributing Inspector/ Resident Inspector will be held responsible for the consequences/ recovery of the cost of re-conduct of the said papers.

Cc to: 1. Web Administrator PBTE. To please upload the date sheet on the website of the Board www.pbte.edu.Pk
2. P.R.O PBTE.to please publish it in Print & Electronic Media as news item.


CONTROLLER OF EXAMINATIONS


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DIPLOMA IN BUSINESS ADMINISTRATION (D.B.A PART-I & II) First ANNUAL EXAMINATION, 2012

(THEORY D.B.A PART-I)

(The Part-I Objective of Theory papers will be opened first)

(THEORY D.B.A PART-II)

DATE	DAY	TIME	SUBJECT (THEORY)
10/5/2012	Thursday	8:30 AM	ISLAMIC STUDIES (COMMON WITH D.COM & DHO PART-I) CIVICS FOR NON MUSLIM CANDIDATES
11/5/2012	Friday	8:30 AM	MATHEMATICS-I STATISTICS
12/5/2012	Saturday	8:30 AM	PRINCIPLES OF COMMERCE & MANAGEMENT
14/5/2012	Monday	8:30 AM	ENGLISH-I (COMMON WITH D.COM & DHO PART-I)
15/5/2012	Tuesday	8:30 AM	COMPUTER APPLICATION TO BUSINESS-I
16/5/2012	Wednesday	8:30 AM	FINANCIAL ACCOUNTING-I
17/5/2012	Thursday	8:30 AM	URDU-I (COMMON WITH D.COM & DHO PART-I)
18/5/2012	Friday	8:30 AM	INFORMATION TECHNOLOGY

DATE	DAY	TIME	SUBJECT (THEORY)
10/5/2012	Thursday	1:30 PM	PAKISTAN STUDIES (COMMON WITH D.COM & DHO PART-II)
11/5/2012	Friday	2:30 PM	SALESMANSHIP SMALL BUSINESS MANAGEMENT MATHEMATICS-II COMMERCIAL GEOGRAPHY HOTEL MANAGEMENT IMPORT & EXPORT PROCEDURE
12/5/2012	Saturday	1:30 PM	ECONOMICS
14/5/2012	Monday	1:30 PM	URDU-II (COMMON WITH D.COM & DHO PART-II)
15/5/2012	Tuesday	1:30 PM	COMPUTER APPLICATION TO BUSINESS-II
16/5/2012	Wednesday	1:30 PM	FINANCIAL ACCOUNTING-II FUNDAMENTALS OF MARKETING
19/5/2012	Saturday	1:30 PM	ENGLISH -II (COMMON WITH D.COM & DHO -II)

- 1- Project presentation will be held/conducted in the institutes to which the students belong.
- 2- Local Holiday will not affect the examination.

PROJECT (PART - II)

DATE	DAY	TIME	SUBJECT
21/5/2012	Monday	8:30 AM	PROJECT

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