



JMI BBA, B.Com (Hons.) & B.A. (Hons.) HRM Entrance Syllabus (B04)

Entrance Test Syllabus

Paper Code: B04

Department: Department of Commerce & Business Studies, Jamia Millia Islamia

Programmes Covered

1. B.Com (Hons.) – Regular
2. B.Com (Hons.) – Self-Financed
3. Bachelor in Business Administration (BBA)
4. B.A. (Hons.) Human Resource Management – Self-Financed

Official Entrance Test Weightage

Section	Marks	Weightage
A. Business & Economic Awareness	30	30%
B. Reasoning & Quantitative Aptitude	25	25%
C. General English	25	25%
D. General Awareness	20	20%
TOTAL	100	100%

A. BUSINESS & ECONOMIC AWARENESS — 30 MARKS

This is the **highest-weightage section**. Meer Sir Academy preparation should cover basic business concepts together with Indian and contemporary economic awareness.

1. Fundamentals of Business

- Meaning and nature of business
- Objectives of business
- Business, profession and employment
- Classification of business activities
- Industry and commerce
- Trade and auxiliaries to trade
- Business risks
- Business environment
- Internal and external business environment

2. Forms of Business Organisation

- Sole proprietorship
- Partnership
- Joint Hindu Family Business
- Cooperative societies
- Joint-stock companies



- Private and public companies
- Public sector enterprises
- Multinational companies
- Start-ups and entrepreneurship
- Basic advantages and limitations of different forms of organisation

3. Management & Business Administration

- Meaning and importance of management
- Functions of management
 - Planning
 - Organising
 - Staffing
 - Directing
 - Controlling
- Leadership
- Motivation
- Communication
- Coordination
- Decision-making
- Basic Human Resource Management concepts

4. Marketing Awareness

- Meaning and functions of marketing
- Marketing mix
- Product
- Price
- Place
- Promotion
- Branding
- Packaging
- Advertising
- Sales promotion
- Consumer behaviour
- Digital marketing
- E-commerce

5. Banking & Financial Awareness

- Reserve Bank of India (RBI)
- Commercial banks
- Functions of banks
- Types of bank accounts
- Deposits and loans
- Interest rates



- Repo rate
- Reverse repo rate
- CRR and SLR
- Digital banking
- UPI and electronic payments
- NEFT, RTGS and IMPS
- Financial inclusion
- Basic knowledge of stock markets
- SEBI
- NSE and BSE
- Mutual funds
- Insurance

6. Basic Economics

- Meaning and scope of economics
- Microeconomics and macroeconomics
- Demand and supply
- Law of demand
- Elasticity of demand
- Market and price determination
- Production
- Cost and revenue
- Types of markets
- Perfect competition
- Monopoly
- Monopolistic competition

7. Indian Economy

- Basic features of the Indian economy
- Economic development
- National income
- GDP and GNP
- Per-capita income
- Economic growth
- Inflation and deflation
- Unemployment
- Poverty
- Fiscal policy
- Monetary policy
- Union Budget
- Taxation
- GST



- Public expenditure
- Balance of payments
- Foreign exchange
- Liberalisation, Privatisation and Globalisation

8. Business & Economic Current Affairs

Students should pay particular attention to recent:

- Union Budget
- Economic Survey
- RBI monetary-policy decisions
- GDP growth
- Inflation
- Major business mergers and acquisitions
- CEOs and founders
- Major Indian and global companies
- Start-ups and unicorns
- Banking developments
- Stock-market developments
- Government economic schemes
- Major business awards
- International economic developments

B. REASONING & QUANTITATIVE APTITUDE — 25 MARKS

Part I — Quantitative Aptitude

Number System

- Natural, whole and integer numbers
- Fractions and decimals
- Divisibility
- HCF and LCM
- Simplification
- BODMAS

Arithmetic

- Ratio and proportion
- Percentage
- Average
- Profit and loss
- Discount
- Simple interest
- Compound interest
- Partnership
- Mixture and allegation



- Problems on ages

Time-Based Problems

- Time and work
- Pipes and cisterns
- Time, speed and distance
- Trains
- Boats and streams

Basic Algebra & Mathematics

- Algebraic expressions
- Linear equations
- Basic quadratic equations
- Exponents and powers
- Basic sequences and series

Geometry & Mensuration

- Lines and angles
- Triangles
- Quadrilaterals
- Circles
- Perimeter and area
- Surface area and volume

Data Interpretation

- Tables
- Bar graphs
- Line graphs
- Pie charts
- Caselet-based data
- Percentage change
- Ratio-based interpretation

Part II — Reasoning

Verbal & Logical Reasoning

- Analogy
- Classification
- Odd one out
- Number series
- Alphabet series
- Missing terms
- Coding-decoding
- Blood relations
- Direction sense
- Ranking and ordering



- Mathematical operations
- Logical sequence
- Syllogism
- Statement and conclusion
- Statement and assumption
- Cause and effect
- Assertion and reason
- Decision making

Analytical Reasoning

- Seating arrangements
- Linear arrangements
- Circular arrangements
- Puzzles
- Venn diagrams
- Data sufficiency
- Calendar
- Clock

Non-Verbal Reasoning

- Figure series
- Figure analogy
- Figure classification
- Mirror images
- Water images
- Paper folding/cutting
- Embedded figures
- Pattern completion

C. GENERAL ENGLISH — 25 MARKS

1. Vocabulary

- Synonyms
- Antonyms
- One-word substitution
- Homonyms
- Homophones
- Idioms and phrases
- Phrasal verbs
- Word meanings
- Vocabulary in context



2. Grammar

- Parts of speech
- Nouns
- Pronouns
- Adjectives
- Adverbs
- Verbs
- Articles
- Prepositions
- Conjunctions
- Tenses
- Subject-verb agreement
- Modals
- Determiners

3. Sentence Structure & Usage

- Sentence correction
- Error detection
- Sentence improvement
- Fill in the blanks
- Appropriate word usage
- Jumbled sentences
- Para jumbles
- Transformation of sentences

4. Voice & Narration

- Active and passive voice
- Direct and indirect speech

5. Reading Comprehension

- Passage comprehension
- Main idea/theme
- Factual questions
- Inferential questions
- Vocabulary in context
- Tone of the passage
- Author's purpose
- Suitable title

6. Verbal Ability



- Sentence completion
- Cloze test
- Spelling correction
- Ordering of words/sentences
- Contextual vocabulary

D. GENERAL AWARENESS — 20 MARKS

1. Current Affairs

Preparation should include important events from India and the world, particularly recent developments before the entrance examination:

- National current affairs
- International current affairs
- Government policies
- Important appointments
- Awards and honours
- Books and authors
- Important personalities
- Summits and conferences
- Reports and indices
- Important days and events

2. Indian History

- Ancient India — basic awareness
- Medieval India — basic awareness
- Modern Indian history
- Indian freedom struggle
- Important personalities and movements

3. Indian Polity

- Constitution of India
- Fundamental Rights
- Fundamental Duties
- Directive Principles
- President
- Prime Minister
- Parliament
- Supreme Court
- Election Commission
- Constitutional bodies



4. Geography

- India and world geography
- States and capitals
- Countries and capitals
- Rivers and mountains
- Climate
- Natural resources
- Important geographical locations

5. General Science

Basic awareness of:

- Physics
- Chemistry
- Biology
- Environment
- Human body
- Everyday science
- Scientific discoveries
- Technology and innovation

6. Sports

- Major tournaments
- Important trophies
- Sports personalities
- Recent winners
- National and international sporting events

7. International Organisations

Important organisations and their basic functions/headquarters, including:

- United Nations
- World Bank
- IMF
- WTO
- WHO
- UNESCO
- G20
- BRICS
- ASEAN
- SAARC



Meer Sir Academy B04 Preparation Priority

Priority	Section	Marks
1	Business & Economic Awareness	30
2	Reasoning & Quantitative Aptitude	25
3	General English	25
4	General Awareness	20
	Total	100

Important note for Meer Sir Academy students

The **official JMI B04 syllabus only specifies the four sections and their marks**—Business & Economic Awareness (30), Reasoning & Quantitative Aptitude (25), General English (25), and General Awareness (20).

The detailed chapter-wise breakup above is a **Meer Sir Academy expanded preparation framework** designed to make those broad areas teachable and test-ready; students should therefore use it alongside the official JMI syllabus rather than treating every subtopic as separately notified by JMI.



MEER SIR

— A C A D E M Y —

*We Deliver Results,
Not Promises.*



MEER SIR — A C A D E M Y —

Where Aspirations Meet Preparation

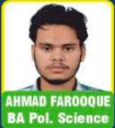
Our Results in JMI/AMU/CUET in 2026



JMITOPPER
TOIBA SHAFI
Pol. Science & Sociology



JMITOPPER
SANA ALI
B.Ed. & D.El.Ed.

 AAMNA 11th Science	 AHMAD FAROOQUE BA Pol. Science	 ALINA BPT	 SAIQA BA	 MUZAMIL BA Sociology	 MOHD KAIF B.Ed.	 ZUBEERA PEERJI MBA
 NAZMEEN D.El. Ed	 ZAIN BA	 NISHA FATIMA B.Ed.	 NEHA 11th Com.	 MUSKAN 11th Com.	 SABRIN HAYAT BPT	 KOUNSAR FATIMA B.Sc Computer Sci.
 SABREEN D.El. Ed	 SHAIBA ZAHID MBA	 RAZIYA M.Sc Maths	 UMAR SIDDIQUE BBA	 KEHKASHA EOAL BA English	 SAQIB MUSHTAQ MA	 MOHSIN IQBAL B.Sc Computer Sci.
 SUMMIYA B. Ed.	 ZINDRAIN JAVED BA History	 NEHA MA Pol. Science	 ISHA ZEHRA D.El. Ed.	 ALIZA SIDDIQUE D.El. Ed.	 ABBAS ZARI B.Tech	 MISBAH-UL-HAQUE BBA
 ADEEBA ANSARI M.Design	 ASIYA MASOODI B.Ed.	 RIDA BA Sociology	 SANIA SOHAIL BA History	 MEHNAZ BASHIR MA Psychology	 RUKHSANA PARVEEN B.Ed.	 BAKHTIYAR ILAHI BA Pol. Science
 SHAISTA 11th Science	 RIHAM ALI BBA	 SUMMAIYA D.El. Ed.	 SANA D.El. Ed.	 NUSHRAT JAHAN D.El. Ed.	and many more results.....	