

(046) (E)	Organisation of Commerce & Management	(046) (E)
B.A.	BOARD QUESTION PAPER-1	Standard-12
Time : 3 Hours	JULY 2019	Total Marks : 100

- Instructions :** (1) This question paper contains five sections and total 49 questions.  
 (2) All questions are compulsory. Options are internal.  
 (3) Figures to the right side indicate full marks for the question.  
 (4) Answers should be written according to the instructions only.  
 (5) Start new section on a new page.

### SECTION-A

- ❖ Question nos. from 1 to 10 are multiple choice questions. Each question contains four options. Select and write the correct one from the options (A, B, C, D). Each question carries 1 mark : 10

- Which of the following is not included in Human Resource Management?  
 (A) Repairing and maintenance (B) Training and development  
 (C) Promotion and Transfer. (D) Recruitment and Selection.
- Who said "You save your employees, your employees will save yours everything"?  
 (A) F. W. Taylor (B) Prof. Urvik  
 (C) Argyris (D) Peter F. Drucker
- Planning is related to \_\_\_\_\_.  
 (A) Past (B) Present (C) Production (D) Future.
- What cannot be delegated from the following?  
 (A) Authority (B) Responsibility (C) Accountability (D) Work.
- Controlling takes place at \_\_\_\_\_ level.  
 (A) Every (B) Top (C) Middle (D) Bottom
- How many types of capital structures are there?  
 (A) Two (B) Three (C) Four (D) Five
- With whom has the foreign investment institution get registered?  
 (A) Company Register (B) Court  
 (C) Stock Exchange (D) SEBI
- Who issues treasury bills on behalf of Indian Government?  
 (A) State Bank of India. (B) Reserve Bank of India.  
 (C) Central Bank of India. (D) Financial Institutions.
- In marketing management \_\_\_\_\_ is at the centre.  
 (A) Product (B) Production (C) Customer (D) Profit.
- When was the Consumer Protection Act Passed?  
 (A) 1956 (B) 1932 (C) 1986 (D) 2015

**SECTION-B**

❖ Question nos. from 11 to 20 are very short answer type questions. Answer each of them in about one sentence. Each question carries 1 mark : 10

11. What is the other name of middle level of management?
12. In which fields is Planning found?
13. What is informal organisation?
14. Mention the names of various types of tests conducted for selection process.
15. What do you mean by Profit sharing?
16. What are the components of fixed capital?
17. At what price treasury bills are issued?
18. When was Bombay stock Exchange established?
19. What is branding?
20. Give full form of G.S.T.

**SECTION-C**

❖ Question nos. from 21 to 35 are short answer type questions. Each question carries 2 marks : 30

21. Who are included in the top level management?
22. Into which, six parts, Henry Fayol divided his entrepreneur activities? Name them.
23. State the limitations of Decentralisation.

**OR**

Give the meaning of Matrix Organisation.

24. What is development?
25. State the internal sources of recruitment.
26. Give the list of elements of directing.
27. Give the meaning of incentives.
28. "Planning is the father of Controlling" - Explain.
29. What is Production cycle?
30. What is dematerialisation?

**OR**

What are the instruments of money market?

31. What is the need of storage of goods?
32. State the types and mediums of channels of Distribution.
33. Explain in brief about Eco-friendly Products.
34. What is Privatization?
35. State the external factors affecting Business-Environment.

**SECTION-D**

❖ Answer the following Questions no. 36 to 45 based on the points in short. Each Question carries 3 marks. 30

36. Explain "Management as a Profession".
37. State the functions of Financial management. (Any six)

38. Discuss about Peter F. Drucker's contributions in management field.
39. Write a short note on Line Organisation.
40. Write a note on elements of delegation of Authority.
41. Explain stages of Control Process.
42. Discuss factors affecting the need of fixed capital. (Any six)

**OR**

State the difference between Gross working capital and Net working capital.

43. State the characteristics of money market. (Any six)
44. Draw a diagram for market process.

**OR**

Write a short note on objections against advertisement. (Any Six)

45. Discuss the negative effects of Globalisation. (Any six)

**OR**

Write a short note on social factors affecting business environment.

### **SECTION-E**

- ❖ Answer the following Question No. 46 to 49 in detail.  
Each Question carries 5 Marks.

20

46. Give meaning and meaning of Planning. Explain its process.
47. Explain the meaning and characteristics of Staffing..

**OR**

Explain the meaning and importance of training.

48. State the difference between Formal Communication and Informal Communication.
49. Explain the responsibilities of Consumer according to Consumer Protection Act.'

**OR**

State the importance of Consumer Protection from the view point of business.

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