DO NOT OPEN THIS TEST BOOKLET UNTIL YOU ARE ASKED TO DO SO

#### COMBINED COMPETITIVE (PRELIMINARY) EXAMINATION, 2012

Serial No.

COMMERCE Code No. 06



Time Allowed: Two Hours

Maximum Marks: 300

#### **INSTRUCTIONS**

- 1. IMMEDIATELY AFTER THE COMMENCEMENT OF THE EXAMINATION, YOU SHOULD CHECK THAT THIS TEST BOOKLET DOES NOT HAVE ANY UNPRINTED OR TORN OR MISSING PAGES OR ITEMS, ETC. IF SO, GET IT REPLACED BY A COMPLETE TEST BOOKLET.
- 2. ENCODE CLEARLY THE TEST BOOKLET SERIES **A, B, C OR D** AS THE CASE MAY BE IN THE APPROPRIATE PLACE IN THE RESPONSE SHEET.
- You have to enter your Roll Number on this
   Test Booklet in the Box provided alongside.

   DO NOT write anything else on the Test Booklet.

Your Roll No.	

- 4. This Booklet contains 120 items (questions). Each item comprises *four* responses (answers). You will select *one* response which you want to mark on the Response Sheet. In case you feel that there is more than one correct response, mark the response which you consider the best. In any case, choose ONLY ONE response for each item.
- 5. In case you find any discrepancy in this test booklet in any question(s) or the Responses, a written representation explaining the details of such alleged discrepancy, be submitted within three days, indicating the Question No(s) and the Test Booklet Series, in which the discrepancy is alleged. Representation not received within time shall not be entertained at all.
- 6. You have to mark all your responses ONLY on the separate Response Sheet provided. *See directions in the Response Sheet*.
- 7. All items carry equal marks. Attempt ALL items. Your total marks will depend only on the number of correct responses marked by you in the Response Sheet.
- 8. Before you proceed to mark in the Response Sheet the response to various items in the Test Booklet, you have to fill in some particulars in the Response Sheet as per instructions sent to you with your Admit Card and Instructions.
- 9. While writing Centre, Subject and Roll No. on the top of the Response Sheet in appropriate boxes use "ONLY BALL POINT PEN".
- 10. After you have completed filling in all your responses on the Response Sheet and the examination has concluded, you should hand over to the Invigilator only the Response Sheet. You are permitted to take away with you the Test Booklet.

DO NOT OPEN THIS TEST BOOKLET UNTIL YOU ARE ASKED TO DO SO



**ROUGH WORK** 

TDC-41589-A

2

Secret reserves may result by:

1.

TDC-41589-A

	(A)	Creating general reserve	(B)	Providing excessive depreciation
	(C)	Over valuation of stock	(D)	Under valuation of liabilities
2.	Win	dow dressing is prohibited due to:		
	(A)	Convention of conservation	(B)	Convention of disclosure
	(C)	Convention of materiality	(D)	Accrual concept
3.	Whi	ch of the following is an operating exper	nse?	
	(A)	Bad debts	(B)	Salary of general manager
	(C)	Depreciation of plant	(D)	All of the above
4.	Insu	rance unexpired account is a:		
	(A)	Personal account	(B)	Real account
	(C)	Nominal account	(D)	None of the above
5.	The	fundamental accounting equation:		
		Assets = Liabilities is the formal expre	ssion	of
	(A)	Matching concept	(B)	Dual aspect concept
	(C)	Going concern concept	(D)	Money measurement concept
6.	Give	en: Capital Rs. 4,00,000		
		Creditors Rs. 1,00,000		
		Revenues during the period Rs. 3,30,0	000	
		Expenses during the period Rs. 1,40,0	000	
	Wha	at is the amount of total assets?		
	(A)	Rs. 8,10,000	(B)	Rs. 6,90,000
	(C)	Rs. 6,00,000	(D)	Rs. 8,30,000
7.	Net	realizable value means :		
	(A)	Sales less sales returns		
	(B)	Sales less cost incurred necessarily to	make	the sale
	(C)	Sales less gross profit margin		
	(D)	Sales less cost of purchase		

3

[Turn over

8.	(A)	ation of inventory is dealt with in: Accounting Standard (AS-8) Accounting Standard (AS-2)		Accounting Standard (AS-6) Accounting Standard (AS-5)
9.		omputing the cost of purchase of raw ma product is:	terial	consumed and cost of conversion, the value of
	• •	Added	(B)	Deducted
	(C)	Neither added nor deducted	(D)	None of these
10.	date	at which commercial production actual	•	to commence commercial production and the ts is prolonged, then as per AS-10 all expenses
		rred are treated as:	<b>(D)</b>	P 15
		Capital Expenditure		Revenue Expenditure
	(C)	Deferred revenue expenditure	(D)	Normally (B) and in certain cases (C)
11.	In w	hich method of calculating depreciation,	intere	est on the cost of the asset is taken into account?
	(A)	Fixed instalment method	(B)	Insurance policy method
	(C)	Sinking fund method	(D)	Annuity method
12.	<ul> <li>2. In case of sale on consignment basis, revenue should be recognized:</li> <li>(A) When goods are received by consignee</li> <li>(B) When advance payment is received against consignment</li> <li>(C) When goods are sold by consignee to a third party</li> </ul>			
	(D)	When consignee has settled full and fin	al pay	ment relating to consignment
13.	Ann	ual renewal fee for patents is a:		
	(A)	Capital expenditure	(B)	Revenue expenditure
	(C)	Deferred revenue expenditure	(D)	Development expenditure
14.	Amo		n, the	benefit of which is likely to last for three years
	(A)	Capital expenditure	(B)	Revenue expenditure
	(C)	Deferred revenue expenditure	(D)	Contingent expenditure
15.	Asse	ets appearing in the book but having no	value	are known as:
	(A)	Wasting assets	(B)	Intangible assets
		Current assets	` ′	Fictitious assets

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4

(A) Increase in capital and decrease in liability (B) Increase in capital and increase in liability (C) Increase in capital and increase in asset (D) Increase in capital and increase in asset (D) Increase in capital and increase in asset (A) Accrued asset (B) Accrued liability (C) Uneamed revenue (D) Prepaid expenses  18. If profits are 25% of selling price, what is the percentage of profit to cost? (A) 20% (B) 25% (C) 30% (D) 33.3%  19. How the following liabilities are to be shown on the liability side of the Balance Sheet in order of permanence? 1. Current liabilities and provisions 2. Secured loans 3. Share capital 4. Unsecured loans 5. Reserves and surplus (A) 3, 5, 2, 4, 1 (B) 3, 2, 1, 4, 5 (C) 1, 4, 2, 5, 3 (D) 5, 4, 3, 2, 1  20. Which of the following accounts would have zero balance after closing entries have been posted? (A) Prepaid Insurance (B) Salary and wages expenses (C) Delivery Truck (D) Interest receivable  21. Assertion: Income tax paid is not shown on the debit side of the Sole Proprietor's Profit and Loss Account. Reasoning: It is an appropriation of profit and thus goes to Profit and Loss Appropriation Account. (A) Both the statements are correct and second is a correct explanation of the first (B) Both the statements are correct but second is not a correct explanation of the first (C) First statement is correct but second is not (D) Both the statements are wrong	16.	Inve	stment by owner results in:					
(C) Increase in capital and decrease in asset  (D) Increase in capital and increase in asset  (A) Accrued asset (B) Accrued liability (C) Uneamed revenue (D) Prepaid expenses  (B) Accrued liability (C) Uneamed revenue (D) Prepaid expenses  (E) Accrued liability (C) Uneamed revenue (D) Prepaid expenses  (E) Accrued liability (C) Uneamed revenue (D) Prepaid expenses  (E) Accrued liability (C) Uneamed revenue (D) Prepaid expenses  (E) Accrued liability (C) Uneamed revenue (D) Prepaid expenses  (E) Accrued liability (C) Uneamed revenue (D) 33.3%  (D) 33.3%  (E) Accrued liabilities and provisions (D) Excrued loans (E) Accrued loans (E) Acc		(A)	(A) Increase in capital and decrease in liability					
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<ol> <li>Share capital</li> <li>Unsecured loans</li> <li>Reserves and surplus</li> <li>(A) 3, 5, 2, 4, 1</li> <li>(B) 3, 2, 1, 4, 5</li> <li>(C) 1, 4, 2, 5, 3</li> <li>(D) 5, 4, 3, 2, 1</li> <li>Which of the following accounts would have zero balance after closing entries have been posted?</li> <li>(A) Prepaid Insurance</li> <li>(B) Salary and wages expenses</li> <li>(C) Delivery Truck</li> <li>(D) Interest receivable</li> <li>Assertion: Income tax paid is not shown on the debit side of the Sole Proprietor's Profit and Loss Account.</li> <li>Reasoning: It is an appropriation of profit and thus goes to Profit and Loss Appropriation Account.</li> <li>(A) Both the statements are correct and second is a correct explanation of the first</li> <li>(B) Both the statement is correct but second is not a correct explanation of the first</li> <li>(C) First statement is correct but second is not</li> <li>(D) Both the statements are wrong</li> </ol>			-					
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(D) Both the statements are wrong		` /			1			
		` ′						
TDC-41589-A (5) [Turn over		(2)	Dour the state money					
	TD	C-415	589-A (	<u>5</u> )	[Turn over			

22.	Closing stock appearing in the Trial Balance will be taken to:							
	(A)	Trading Account only	(B)	Balance Sheet only				
	(C)	Trading Account and Balance Sheet	(D)	Profit and Loss Account only				
23.	Acu	stomer's cheque returned dishonoured	is rec	orded in:				
	(A)	Purchases Return Book	(B)	Sales Return Book				
	(C)	Cash Book	(D)	Journal				
24.	Deb	it signifies:						
	(A)	Increase	(B)	Decrease				
	(C)	Either an increase or a decrease	(D)	None of these				
25.	Whi	ch of the following is not a book of orig	inal eı	ntry?				
	(A)	Cash Book	(B)	Ledger				
	(C)	Sales Journal	(D)	Bills Receivable Book				
26.	Reas	metic point of view.	es a pı	rimary evidence that accounts are correct from				
		Both the statements are correct and se		-				
		B) Both the statements are correct but second is not a correct explanation of the first						
	` ′	C) First statement is correct but second is not						
	(D)	First statement is wrong but second is	corre	Cl				
27.	The	following are some of the transactions of	of a bu	siness during a month:				
	1.	Selling goods for cash						
	2.	Cash discount allowed to a customer						
	3.	Cheque deposited in bank account						
	4.	Cash withdrawn from bank						
	5.	I $J$						
	6. Sundry expenses paid in cash							
		ch of these transactions are contra entri						
	` ′	3 and 4		2, 3 and 4				
	(C)	1, 2 and 6	(D)	3, 4 and 5				
28.		en a company issues shares to vendors es are issued :	of ass	sets for a consideration other than cash, such				
	(A)	at par	(B)	at discount				
	(C)	at a premium	(D)	any of these				
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29.	Whe	n shares are forfeited, the share capital	accou	ant is debited with the:
	(A)	nominal value of shares	(B)	paid value of shares
	(C)	called up value of shares	(D)	market value of shares
30.	Acco	ording to the Companies Act, a 'Reserv	ve Caj	pital' is created:
	(A)	for a specific purpose at any time durin	ng its v	vorking life
	(B)	for issue to the existing shareholders a	s righ	ts issue of share
	(C)	for conversion of fully convertible deb	enture	es into equity shares
	(D)	as the uncalled portion of the share cap event of winding up	oital o	f a limited company to be called up only in the
31.	Dice	ount allowed on the re-issue of forfeite	d cha	ras can not avegad.
31.	(A)	Amount not received on forfeited shar		es can not exceed.
	(B)	Amount received on forfeited shares	CS	
	(C)	10% of the paid up capital		
	(D)	10% of the capital re-issued		
	(2)	1070 of the capturity issued		
32.	"Cap	oital Redemption Reserve Account" is o	create	d:
	(A)	voluntarily to accumulate funds to rede	eem p	reference shares in future
	(B)	to meet legal requirements regarding r	edem	ption of preference shares
	(C)	out of share premium account to redec	em pro	eference shares
	(D)	out of share forfeiture account to rede	em pr	eference shares
33.	Asse	ertion:-Sinking fund investment accour	ıt som	etimes shows a debit balance and sometimes it
	shov	vs a credit balance.		
	Reas	soning:-Sinking fund investment is an a	asset b	out it represents a fund which is a liability.
	(A)	Both the statements are correct and se	econd	is a correct explanation of the first
	(B)	Both the statements are correct but se	cond i	s not a correct explanation of the first
	(C)	First statement is correct but second is	s not	
	(D)	Both the statements are incorrect		
34.	Debi	t balance of Receipts and Payments acc	count	indicate:
	(A)	The loss incurred during the period		
	(B)	The excess of incomes over expenditu	ire of	the period
	(C)	The total cash payments during the per	riod	
	(D)	Cash in hand or bank balance on the o	date o	f the balance
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35.	5. Sale of grass in the case of a sports club is:						
	(A)	A capital receipt	(B)	An asset			
	(C)	A revenue receipt	(D)	None of these			
36.	Tour	rnament expenses should be :					
	(A)	posted as expenditure					
	(B)	deducted from tournament fund					
	(C)	recorded as deferred revenue expendi	ture				
	(D)	records as capital asset					
37.	Spec	rific donation received by a charitable he	ospita	ıl is:			
	(A)	Always capitalized					
	(B)	Capitalised only when the amount is la	rge				
	(C)	Always treated as income					
	(D)	None of these					
38.	P, Q	and R are partners in a firm. If S is to b	e adn	nitted as a new partner:			
	(A)	old partnership has to be dissolved					
	(B)	(B) old firm has to be dissolved					
	(C)	both old firm and partnership have to b	e dis	solved			
	(D)	neither firm nor partnership need to be	disso	olved			
39.	Whe	en interest is to be allowed on the capita	ls of t	he partners, it is calculated on the:			
	(A)	average capital	(B)	capital at the end less drawings, if any			
	(C)	capital at the end of the year	(D)	capital in the beginning of the year			
40.	New	profit sharing ratio is calculated at the t	ime c	of:			
	(A)	admission of a partner	(B)	retirement of a partner			
	(C)	death of a partner	(D)	all of the above			
41.	The	loss of a firm when all the partners are i	nsolv	rent is to be borne by:			
	(A)	Partners	(B)	Government			
	(C)	Creditors	(D)	None of these			
42.	Amo	ount realized from the sale of private est	tate of	f partners is used first to pay off:			
	(A)	Bank loans of the firm	(B)	Wife's loan			
	` ′	Private debts of the partner	` ′	Debts of the firm			

43. Fixed deposits are shown in the balance sheet of a company under the head:						
	(A)	Secured loan	(B)	Unsecured loan		
	(C)	Current Liability	(D)	Contingent Liability		
44.	'Cal	ls in arrear' is shown in the balance shee	et on t	he liability side :		
	(A)	by deducting the amount from the shar	e For	feited Account		
	(B)	by deducting the amount from the Cap	ital R	eserve		
	(C)	under the heading "Reserves and Surp	lus''			
	(D)	by deducting the amount from the called	ed up	capital		
45.	Stoc	k turnover ratio is a :				
	(A)	Solvency ratio	(B)	Profitability ratio		
	(C)	Activity ratio	(D)	Liquidity ratio		
46.	Whe	en current ratio is 2:1, an equal increase i	in cur	rent assets and current liabilities wo	uld:	
	(A)	increase the current ratio	(B)	decrease the current ratio		
	(C)	no change in the current ratio	(D)	none of these		
47.	In ca	ulculating the return on shareholders equ	ity, th	e denominator is :		
	(A)	equity capital				
	(B)	preference capital				
	(C)	equity capital plus preference capital				
	(D)	equity capital plus preference capital p	lus re	serves		
48.	•	out ratio means:				
	(A)	Ratio of debtors to creditors				
	(B)	Ratio of cash to funds				
		Ratio of earning that are distributed thr		dividends		
	(D)	Ratio of Profit distributed to profit reta	ined			
49.	The	time required to process and execute ar	n orde	er is called:		
	(A)	Time schedule	(B)	Lead time		
	(C)	Lagtime	(D)	Ordering time		
50.	Whi	le preparing a fund flow statement, the p	provis	ion for taxation should be taken as:		
	(A)	current liability				
	(B)	contingent liability				
	(C)	an appropriation of profit				
	(D)	as a current liability or an appropriation	n of n	rofit		
	(D) as a carrent matrice, or an appropriation of profit					
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51.	Con	sider the following items for a period:				
	1.	Increase in debtors				
	2.	Decrease in debtors				
	3.	Increase in stock				
	4.	Increase in prepaid expenses				
	5.	Increase in outstanding expenses				
	Whi	ch of these items are added to net profit	to co	mpute cash from operations?		
	(A)	1, 3 and 4	(B)	1, 3, 4 and 5		
	(C)	2 and 5	(D)	1, 3 and 5		
52.	The	main object of audit of accounts of a pa	rtners	hip firm is to:		
	(A)	Increase the goodwill	(B)	Detect errors and frauds		
	(C)	Increase the profits	(D)	Meet the statutory requirements		
53.	Inter	rnal auditor is appointed by:				
	(A)	The management	(B)	The shareholders		
	(C)	The Government	(D)	The statutory auditor		
54.	The	scope of interim audit falls within the pu	rview	of:		
	(A)	Internal control	(B)	Efficiency audit		
	(C)	Partial audit	(D)	Final audit		
55.	Vou	ching relates to:				
		Cash payments	(B)	Cash receipts		
	(C)	Credit transactions	(D)	All of these		
56.	The	auditor of a company:				
		Has right to attend only annual general				
		Has a right to attend only those meeting	_	_		
	(C) Has a right to attend every general meeting of the shareholders					
	(D)	Has the right to attend only those annu decide to invite him	al gen	eral meetings in which the Board of Directors		
57.	Con	sider the following documents:				
	1.	Audit Notebook				
	2.	Audit Programme				
	3.	Audit Report				
	4.	Audit Files				
		ct the correct sequence in which an aud	-	-		
	(A)	1, 2, 3, 4		2, 1, 3, 4		
	(C)	2, 1, 4, 3	(D)	1, 2, 4, 3		

58.	Reason: It is a managerial tool.  (A) Both assertion and reason are true and reason is the correct explanation of assertion							
	(B) (C) (D)	Both assertion and reason are true Assertion is true but reason is false Assertion is false but reason is true	e	n is not a correct explanation of assertion				
59.	Spec	cial audit can be ordered by:						
	-	Preference shareholders	(B)	Central Government				
	` ′	SEBI	(D)	Debenture holders				
60.	The	scope of external audit in the case of	of partners	hip firm is decided by:				
	(A)	Company Act, 1956	(B)	Partnership Act, 1932				
	(C)	Income Tax Act, 1961	(D)	Letter of Appointment of Auditor				
61.		lic enterprise refers to such indust aged by :	rial and co	ommercial enterprises which are owned and				
	(A)	Private owner	(B)	Public				
	(C)	Central or State Governments	(D)	None of these				
62.	SBI	is a:						
	(A)	company limited by guarantee	(B)	company limited by shares				
	(C)	statutory cooperation	(D)	an unlimited company				
63.	The	name of the company may be chan	ged by:					
	(A)	Simple resolution						
	(B)	Special resolution						
	(C)	(C) Special resolution and with the approval of the Central Government						
	(D)	None of these						
64.		•	eeting and	Extraordinary General Meeting require				
	notio							
	(A)	7 days	(B)	10 days				
	(C)	14 days	(D)	21 days				
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65.	What is the purpose of Extraordinary General Meeting?					
	(A)	to transact ordinary business				
	(B)	to transact day to day business				
	(C)	to transact some special or urgent busing	ness b	before the next annual general meeting		
	(D)	all of the above				
66.	Whic	ch of the following sections provide eve	ery sha	areholder a right to vote ?		
	(A)	Section 80	(B)	Section 87		
	(C)	Section 95	(D)	Section 105		
67.	Whic	ch of the following is an extractive indus	try?			
	(A)	Cattle breeding	(B)	Forest Cultivation		
	(C)	Flour Mills	(D)	Hunting		
68.	A pa	rtner in a firm :				
	(A)	cannot transfer his share to an outsider	•			
	(B)	can transfer his share to an outsider wi	th the	consent of majority partners		
	(C)	can transfer his share to an outsider wi	thout	the consent of any other partner		
	(D)	can transfer his share to an outsider wi	th the	consent of all other partners		
69.	The	minimum number of members required	for re	gistration of a cooperative is:		
	(A)	Two	(B)	Seven		
	(C)	Ten	(D)	Twenty		
70.	A co	parcener is one who is:				
	(A)	an active member of a partnership	(B)	a member of a joint Hindu Family firm		
	(C)	a member of joint Stock Company	(D)	a member of Cooperative Society		
71.	Ultra	Vires means :				
	(A)	Within power	(B)	Beyond Power		
	(C)	Essential	(D)	Desirable		
72.	New	issue market is concerned with:				
	(A)	new as well as second hand securities	(B)	second hand securities		
	(C)	new securities	(D)	none of these		

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73.	Which one is not a speculator in the stock exchange?			
	(A)	Brokers	(B)	Bull
	(C)	Bear	(D)	Stag
74.	Con	tango charge is paid by :		
	(A)	bull speculator to bear speculator	(B)	bear speculator to bull speculator
	(C)	lame duck to bull speculator	(D)	all of these
75.	Whe	en a right to sell a security is acquired, it	t is kn	own as :
	(A)	call option	(B)	put option
	(C)	double option	(D)	forward
76.	ACC	C (Associated Cement Company) is an	exam	ple of :
	(A)	Vertical Combination	(B)	Horizontal Combination
	(C)	Circular Combination	(D)	Diagonal Combination
77.	Cart	rel is a form of :		
	(A)	Trade Association	(B)	Federation
	(C)	Partial consolidation	(D)	Complete consolidation
78.	Whe	en custom duty is levied according to th	e wei	ght of goods, it is known as:
	(A)	Revenue duty	(B)	Excise duty
	(C)	Specific duty	(D)	ad-valorem duty
79.	Refu	and of excise duty and custom duty paid	l on in	puts used in exported final product is:
	(A)	Duty Drawback	(B)	Duty Refund
	(C)	Duty Return	(D)	Duty Concession
80.	EXI	M Bank provides Financial Assistance	to:	
	(A)	Indian Exporters		
	(B)	Indian Importers		
	(C)	Exporters and Importers of third world	d cour	ntries
	(D)	All of the above		
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81.	<ul> <li>In marine insurance, the insured must have insurable interest at the time when a</li> <li>(A) Policy is taken</li> <li>(B) The event happens</li> <li>(C) Policy is taken as well as when event happens</li> <li>(D) Throughout the period of contract of insurance</li> </ul>					
82.	(A)	principle of subrogation applies to : Fire insurance only Life insurance only		Marine insurance only Fire and marine insurance		
83.	(A)	rrimae fidei means : Insurable interest Utmost good faith	(B) (D)	Free consent of parties Legality of consideration		
84.	(A)	general insurance business was national 13th May, 1970 13th April, 1972		13 <sup>th</sup> May, 1971		
85.	(A)	cept of Scalar chain is given by : Ernest Dale F.W. Taylor	(B) (D)	Henry Fayol Luther Gulick		
86.	(A)	book entitled "Shop Management" is w Henry Fayol F.W. Taylor	(B)	by : Mary Parker Follet Max Weber		
87.	(A)	eaucratic Model of Management is giver Max Weber F.W. Taylor	by: (B) (D)	Henry Fayol Robert Owen		
88.	1. 2. 3. 4. 5. 6. 7. What	Hierarchy of objectives is given below: Individual objectives Overall objectives Mission Department objectives Group objectives Main divisional objectives Sectional objectives t is the right sequence of these objective 7, 1, 2, 4, 5, 6, 3 3, 2, 6, 4, 7, 5, 1	(B)	3, 4, 1, 5, 7, 6, 2 1, 2, 3, 4, 5, 6, 7		

89.	The terms speed boss, route clerk etc. are used in relation to:									
	(A)	Line organization	(B)	Line and staff organization						
	(C)	Committee organization	(D)	Functional organization						
90.	The	The famous book "The Philosophy of Management" was written by:								
	(A)	Henry Fayol	(B)	Oliver Sheldon						
	(C)	F.W. Taylor	(D)	Mary Parker Follet						
91.	Haw	Hawthorne Experiments conducted between at Hawthorne plant of by:								
	(A)	1) 1927 – 1934, Western Electric Company, Elton Mayo								
	(B)	1927 – 1932, Western Electric Company, Henry Fayol								
	(C)	1927 – 1932, Western Electric Cor	mpany, E	Elton Mayo						
	(D)	1927 – 1935, Eastern Electric Con	npany, F.	.W. Taylor						
92.	Prin	rinciples of organization were propounded by:								
	(A)	Henry Fayol	(B)	Mooney and Reilley						
	(C)	Davidson	(D)	G.R. Terry						
93.	Spar	Span of management means:								
	(A)	A good organization should consist of departments								
	(B)	Authority of each person must be clearly defined								
	(C)	Each subordinate should have one superior								
	(D)	A manager can supervise a limited in	number (	of executives						
94.	Fund	Functional organization was first developed by:								
	(A)	Military	(B)	F.W. Taylor						
	(C)	Henry Fayol	(D)	Elton Mayo						
95.	SEB	SEBI is a:								
	(A)	Statutory body	(B)	Advisory body						
	(C)	Constitutional body	(D)	Non-statutory body						
96.	OTCEI is:									
	(A)	Atomic Submarine of China	(B)	Economic Policy of USA						
	(C)	An Indian Share Market	(D)	A Defence Research Organization						
			_							
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97.	In "Line and Staff" organization, the authority lies in:									
	(A)	Line	(B)	Staff						
	(C)	Both Line and Staff	(D)	Neither Line nor Staff						
98.	Dire	cting function of management embraces	activi	ities of:						
	(A)	a) Issuing of orders to subordinates								
	(B)	Supervising subordinates								
	(C)	Providing adequate leadership to subo	rdinat	res						
	(D)	All of these								
99.	Expe	ectancy Theory of Motivation is given b	y:							
	(A)	Herzberg	(B)	Vroom						
	(C)	Porter and Lawler	(D)	Maslow						
100.	If a s	uperior has two subordinates, what is the	he tota	al number of relations among them?						
	(A)	4	(B)	5						
	(C)	6	(D)	7						
101.	101. As per the Management By Objectives (MBO):									
	(A) Objectives are set through participation of superior and subordinates									
	(B)	Individual objectives coincide with the objectives of the organization								
	(C)	Performance should be evaluated periodically								
	(D) All of the above									
102.	Effo	rt reward relationship is considered in:								
	(A)	Vroom's theory of motivation	(B)	McClelland's theory of motivation						
	(C)	Equity theory of motivation	(D)	All of the above						
103.	Fran	king machine is used for:								
	(A)	Duplicating	(B)	Punching cards						
	(C)	Accounting work	(D)	Stamp fixing						
104.	In w	hich of the methods of filing, files or fol	ders a	re kept in a horizontal position?						
	(A) Vertical filing			Suspension filing						
	(C)	Lateral filing system	(D)	Box files						
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105.		xing is a	-	rtant :			(B)	Method of filing
	(C)	Metho	d of ma	aintaini	ng accoun	t books	(D)	Method of maintaining statistical books
106	Mim	eograp	h is a·					
100.		Proces		ıe nrinti	nσ		(B)	Stencil duplicator
				-	ng photograp	hv	(D)	•
	(C)	11000	ss of cic	cuicai	pnotograp	niy	(D)	wethou of photo coping
107.	Blue	printin	g is also	knowi	nas:			
	(A)	Xerog	raphy				(B)	Diazo
	(C)	Microf	ilming				(D)	Lithography
108.	08. The concept of punched cards was invented by:							
	(A)	Halleri	-				(B)	Babbage
	(C)	Blaise	Pascal				(D)	Howard Aiken
109.			ctronic	compu	ter system	was de	•	
	(A)	1920					(B)	1930
	(C)	1940					(D)	1950
110.	10. Match the following:							
	1.	Comm	nunicati	on Syst	em	A.	Hecto	ograph
	2.	•					Telex	
	3.	• •					Frank	ing Machine
	4.	Fixing	Stamp			D.	Pigeo	n Holes
		A	В	C	D			
	(A)	3	1	4	2			
	(B)	3	4	2	1			
	(C)	4	2	1	3			
	(D)	2	1	3	4			
111	A Co	mnany	. Secret	arv is a	nnointed l	hv ·		
111.	(A)	A Company Secretary is appointed by :  (A) The Government (B) Debenture holders						
	(C)		oard of		ors		(D)	Shareholders
		THE D	ouru OI	211000	J1.0		(1)	DIM DIVIDED

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112.	A meeting of the Board of Directors must be held at least once in:						
	(A)	Every month	(B)	Every two months			
	(C)	Every three months	(D)	Every four months			
113.	3. Which of the following company must hold a statutory meeting?						
	(A)	Private Company	(B)	Public Limited Company			
	(C)	Unlimited Company	(D)	All of these			
114.	The	first annual general meeting of a compar	ny mu	st be held within:			
	(A)	12 months from the date of its incorpo	ration	l			
	(B)	12 months from the date of commence	ment	of business			
	(C)	18 months from the date of its incorpo	ration	l			
	(D)	18 months from the date of commence	ment	of business			
115.	Who	o is not consented for the purpose of que	orum	?			
	(A)	Proxies	(B)	A nominee of the President of India			
	(C)	A nominee of the Governor	(D)	All of these			
116.	Whi	ch of the following clause is related to E	Emplo	yees Stock Option ?			
	(A)	16 A in Section 3 of Companies Act,	1956				
	(B)	17 A in Section 2 of Companies Act,	1956				
	(C)	14 A in Section 5 of Companies Act,	1956				
	(D)	15 A in Section 2 of Companies Act,	1956				
117.	As p	per Companies Act, 1956, the amount p	ayabl	e on application of each share shall not be:			
	(A)	Less than 5% of the nominal amount of	of the s	share			
	(B) Less than 5% of the book value of the share						
	(C)	Less than 6% of the market value of the	ne sha	re			
	(D)	None of these					
118.	The	remuneration to manager is governed by	y:				
	(A)	Section 287 of the Companies Act, 19	956				
	(B)	Section 387 of the Companies Act, 19	956				
	(C)	Section 387 of the Remuneration Act,	1965	í			
	(D)	Section 187 of the Companies Act, 19	956				
			_				

119.	. A company secretary should have thorough knowledge and understanding of the provisions of :					
	(A)	Company Law	(B)	Labour Laws		
	(C)	Tax Laws	(D)	All of these		
120.			comp	any should be preserved in good condition for		
		many preceding years?	(T)			
	(A)		(B)			
	(C)	10	(D)	15		
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#### **ROUGH WORK**

