

12th COMMERCE | 2022 - 2023

1. PRINCIPLES OF MANAGEMENT

I. Choose the Correct Answers:

1. Management is what a _____ does?
a) Manager b) Subordinate c) Supervisor d) Superior
2. Management is an _____
a) Art b) Science c) Art and Science d) Art or Science
3. Scientific management is developed by
a) Fayol b) Taylor c) Mayo d) Jacob
4. Dividing the work into small tasks is known as _____
a) Discipline b) Unity c) Division of work d) Equity
5. With a wider span, there will be _____ hierarchical levels.
a) More b) Less c) Multiple d) Additional

2. FUNCTIONS OF MANAGEMENT

I. Choose the Correct Answers:

1. Which is the primary function of management?
(a) Innovating (b) Controlling (c) Planning (d) Decision-making
2. Which of the following is not a main function?
(a) Decision-making (b) Planning (c) Organising (d) Staffing
3. _____ is included in every managerial function.
(a) Decision-making (b) Coordinating (c) Organising (d) Staffing
4. Which of the following is verification function?
(a) Planning (b) Organising (c) Staffing (d) Controlling
5. The goals are achieved with the help of _____
(a) Planning (b) Motivation (c) Staffing (d) Controlling

3. MANAGEMENT BY OBJECTIVES AND MANAGEMENT BY EXCEPTION

I. Choose the Correct Answers:

1. _____ System gives full Scope to the Individual Strength and Responsibility.
(a) MBO (b) MBE (c) MBM (d) MBA
2. Which is the First step in Process of MBO?.
(a) Fixing Key Result Area (b) Appraisal of Activities
(c) Matching Resources with Activities (d) Defining Organisational Objectives
3. ___ keep Management Alert Opportunities & Threats Identifying Critical Problems.
(a) MBA (b) MBE (c) MBM (d) MBO
4. Delegation of Authority is Easily Done with the Help of _____.
(a) MBM (b) MBE (c) MBO (d) MBA
5. MBO is popularized in the USA by _____.
(a) Prof. Reddin (b) George Odiorne (c) Henry Fayol (d) F.W Taylor

4. INTRODUCTION TO FINANCIAL MARKETS

I. Choose the Correct Answers:

1. Financial market facilitates business firms.....
a) To rise funds (b) To recruit workers (c) To make more sales (d) To minimize fund requirement
2. Capital market is a market for.....
a) Short Term Finance (b) Medium Term Finance (c) Long Term Finance
d) Both Short Term and Medium Term Finance
3. Primary market is also called as.....
a) Secondary market (b) Money market (c) New Issue Market (d) Indirect Market
4. SpotMarket is market delivery financial instrument & payment cash occurs.....
a) Immediately (b) In the future (c) Uncertain (d) After one month
5. How many times a security can be sold in a secondary market?
a) Only one time (b) Two time (c) Three times (d) Multiple times

5. CAPITAL MARKET

I. Choose the Correct Answers:

1. Capital market do not provide.....
 - a) Short term Funds b) Debenture Funds c) Equity Funds d) Long term Funds
2. When the NSEI was established.....
 - a) 1990 b) 1992 c) 1998 d) 1997
3. Primary market is a Market where securities are traded in the.....
 - a) First Time b) Second Time c) Three Time d) Several Times
4. Participants in the capital market includes.....
 - a) Individuals b) Corporate c) Financial Institutions d) All of the above
5. The ___ was set up by premiere financial institutions to allow the trading of securities the electronics counters throughout the country.
 - a) OTCEI b) factoring c) Mutual funds d) Venture funds institutions

6. MONEY MARKET

I. Choose the Correct Answers:

1. The money invested in the call money market provides high liquidity with _____.
 - a) Low Profitability b) High Profitability c) Limited Profitability
 - d) Medium Profitability
2. A major player in the money market is the _____.
 - a) Commercial Bank b) Reserve Bank of India
 - c) State Bank of India d) Central Bank.
3. Debt Instruments are issued by Corporate Houses are rising short-term financial resources from the money market are called _____.
 - a) Treasury Bills b) Commercial Paper
 - c) Certificate of Deposit d) Government Securities
4. The market for buying & selling of Commercial Bills of Exchange is known as _____.
 - a) Commercial Paper Market b) Treasury Bill Market
 - c) Commercial Bill Market d) Capital Market
5. A marketable document of title to a time deposit for a specified period may be referred to as a _____.
 - a) Treasury Bill b) Certificate of Deposit

9. HUMAN RESOURCE MANAGEMENT

I. Choose the Correct Answers:

1. Human resource is a ----- asset.
a) Tangible b) Intangible c) Fixed d) Current
2. Human Resource management is both ----- and -----.
a) Science and art b) Theory and practice
c) History and Geography d) None of the above
3. Planning is a ----- function.
a) selective b) pervasive c) both a and b d) none of the above
4. Human resource management determines the ----- relationship.
a) internal, external b) employer, employee
c) Owner, Servant d) Principle, Agent
5. Labour turnover is the rate at which employees ----- the organisation
a) enter b) leave c) Salary d) None of the above

10. RECRUITMENT METHODS

I. Choose the Correct Answers:

1. Recruitment is the process of identifying -----.
a) right man for right job b) good performer c) Right job d) All of the above
2. Recruitment bridges gap between ----- and ----- .
a) job seeker and job provider b) job seeker and agent
c) job provider and owner d) owner and servant
3. Advertisement is a ----- source of recruitment
a) internal b) external c) agent d) outsourcing
4. Transfer is an ----- source of recruitment.
a) internal b) external c) outsourcing d) None of the above
5. e recruitment is possible only through ----- facility.
a) Computer b) internet c) Broadband d) 4G

11. EMPLOYEE SELECTION PROCESS

I. Choose the Correct Answers:

1. The recruitment and Selection Process aimed at right kind of people.....
 - a) At right people
 - b) At right time
 - c) To do right things
 - d) All of the above
2. Selection is usually considered as a----- process
 - a) Positive
 - b) Negative
 - c) Natural
 - d) None of these
3. Which of the following test is used to measure the various characteristics of the candidate?
 - a) physical Test
 - b) Psychological Test
 - c) attitude Test
 - d) Proficiency tests
4. The process of eliminating unsuitable candidate is called.....
 - a) Selection
 - b) Recruitment
 - c) Interview
 - d) Induction
5. Job first man next is one of the principles of -----
 - a) Test
 - b) Interview
 - c) Training
 - d) placement

12. EMPLOYEE TRAINING METHOD

I. Choose the Correct Answers:

1. Off the Job training is given-----
 - a) In the class room
 - b) On off days
 - c) Outside the factory
 - d) In the playground
2. Improves Skill Levels of employees to ensure better job performance-----
 - a) Training
 - b) Selection
 - c) Recruitment
 - d) Performance appraisal
3. When trainees are trained by supervisor or by superior at the job is called-----
 - a) Vestibule training
 - b) Refresher training
 - c) Role play
 - d) Apprenticeship training
4. ----- is useful to prevent skill obsolescence of employees
 - a) Training
 - b) Job analysis
 - c) Selection
 - d) Recruitment
5. Training methods can be classified into----- and -----training
 - a) Job rotation and Job enrichment
 - b) On the Job and Off the Job
 - c) Job analysis and Job design
 - d) Physical and mental

13. CONCEPT OF MARKET AND MARKETER

I. Choose the Correct Answers:

- One who promotes (or) Exchange of goods or services for money is called as-----.
a) Seller b) Marketer c) Customer d) Manager
- The marketer initially wants to know in the marketing is. -----
a) Qualification of the customer b) Quality of the product
c) Background of the customers d) Needs of the customers
- The Spot market is classified on the basis of -----.
a) Commodity b) Transaction c) Regulation d) Time
- Which one of the market deals in the purchase and sale of shares and debentures?
a) Stock Exchange Market b) Manufactured Goods Market
c) Local Market d) Family Market
- Stock Exchange Market is also called.....
a) Spot Market b) Local Market
c) Security Market d) National Market

14. MARKETING AND MARKETING MIX

I. Choose the Correct Answers:

- The initial stage of Marketing system is.....
a) Monopoly system b) Exchange to Money
c) Barter system d) Self producing
- Who is supreme in the Market?
a) Customer b) Seller c) Wholesaler d) Retailer
- In the following variables which one is not the variable of marketing mix?
a) Place Variable b) Product Variable
c) Program Variable d) Price Variable
- Marketing mix means a marketing program that is offered by a firm to its target..... to earn profits through satisfaction of their wants.
a) Wholesaler b) Retailer c) Consumer d) Seller
- Which one is the example of Intangible product?
a) Education b) Mobiles c) Garments d) Vehicles

15. RECENT TRENDS IN MARKETING

1. Selling goods/ services through internet is-----
 - a. Green marketing
 - b. E- business
 - c. Social marketing
 - d. Meta marketing
2. Which is gateway to internet?
 - a. Portal
 - b. CPU
 - c. Modem
 - d. Webnaire
3. Social marketing deals with-----
 - a. Society
 - b. Social Class
 - c. Social change
 - d. Social evil
4. Effective use of Social media marketing increase conversion rates of.....
 - a. Customer to buyers
 - b. Retailer to customers
 - c. One buyer to another buyer's
 - d. Direct contact of marketer
5. Pure play retailers are called-----
 - a. Market creators
 - b. Transaction brokers
 - c. Merchants
 - d. Agents

16. CONSUMERISM

I. Choose the Correct Answers:

1. The term 'consumerism' came into existence in the year -----
 - a) 1960
 - b) 1957
 - c) 1954
 - d) 1958
2. Who is the father of Consumer Movement?
 - a) Mahatma Gandhi
 - b) Mr. Jhon F. Kennedy
 - c) Ralph Nader
 - d) Jawaharlal Nehru
3. Sale of Goods Act was passed in the year?
 - a) 1962
 - b) 1972
 - c) 1982
 - d) 1985
4. The Consumer Protection Act came into force with effect from_____
 - a) 1.1.1986
 - b) 1.4.1986
 - c) 15.4.1987
 - d) 15.4.1990
5. ----- of every year is declared as a Consumer Protection Day to educate the public about their rights and responsibilities.
 - a) August 15
 - b) April 15
 - c) March 15
 - d) September 15

17. CONSUMER PROTECTION

1. The final aim of modern marketing is _____
 - a. Maximum profit
 - b. Minimum profit
 - c. Consumer satisfaction
 - d. Service to the society
2. ----- is the king of modern marketing.
 - a. Consumer
 - b. Wholesaler
 - c. Producer
 - d. Retailer
3. As the consumer is having the rights, they are also having ----- .
 - a. Measures
 - b. Promotion
 - c. Responsibilities
 - d. Duties
4. Which of the following is not a consumer right summed up by John F. Kennedy
 - a. Right to safety
 - b. Right to choose
 - c. Right to consume
 - d. Right to be informed
5. It is the responsibility of a consumer that must obtain----- as a proof for the purchase of goods.
 - a. Cash receipt
 - b. Warranty card
 - c. Invoice
 - d. All of these

18. GRIEVANCE REDRESSAL MECHANISM

1. The Chairman of the National Consumer Disputes Redressal Council is _____
 - a) Serving or Retired Judge of the Supreme Court of India.
 - b) Prime Minister
 - c) President of India
 - d) None of the above
2. The Chairman of the State Consumer Protection Council is _____
 - a) Judge of a High Court
 - b) Chief Minister
 - c) Finance Minister
 - d) None of the above
3. The Chairman of the District Forum is _____
 - a) District Judge
 - b) High Court Judge
 - c) Supreme Court Judge
 - d) None of the above
4. The State Commission can entertain complaints where the value of the goods or services and the compensation, if any claimed exceed-----
 - a) 2 lakhs but does not exceed `5 lakhs
 - b) 20 lakhs but does not exceed `1 crore
 - c) 3 lakhs but does not exceed `5 lakhs
 - d) 4 lakhs but does not exceed `20 lakhs
5. The International Organisation Consumers Unions (IOCU) was first established in
 - a) 1960
 - b) 1965
 - c) 1967
 - d) 1987

19. ENVIRONMENTAL FACTORS

I. Choose the Correct Answers:

- VUCA stands for ____, ____, ____, ____.
 - Volatility, Uncertainty, Complexity, and Ambiguity
 - Value System, Uncertainty, Company, and Ambition
 - Vision, Uncertainty, Corporate, and Annexure
 - Volatility, Uncertainty, Consumer, and Ambiguity
- GST stands for ____, ____, ____.
 - Goods and Supply Tax
 - Government Sales Tax
 - Goods and Services Tax
 - General Sales Tax
- Factors within an organisation constitutes _____ environment.
 - External
 - Internal
 - Micro
 - Macro
- Macro Environment of business is an _____ factor.
 - Non - economic
 - Economic
 - Controllable
 - Uncontrollable
- The two major types of business environment are _____ and _____.
 - Internal, External
 - Micro, Macro
 - Supplier, Competitors
 - Financial, Public

20. LIBERALISATION, PRIVATIZATION AND GLOBALIZATION

I. Choose the Correct Answers:

- _____ is the result of New Industrial Policy which abolished the 'License System'.
 - Globalisation
 - Privatisation
 - Liberalisation
 - None of these
- _____ means permitting the private sector to setup industries which were previously reserved for public sector.
 - Liberalisation
 - Privatisation
 - Globalisation
 - Public Enterprise
- _____ ownership makes bold management decisions due to their strong foundation in the international level.
 - Private
 - Public
 - Corporate
 - MNC's
- _____ results from the removal of barriers between national economies to encourage the flow of goods, services, capital and labour.
 - Privatisation
 - Liberalisation
 - Globalisation
 - Foreign Trade
- New Economic Policy was introduced in the year _____.
 - 1980
 - 1991
 - 2013
 - 2015

21. THE SALE OF GOODS ACT – 1930

I. Choose the Correct Answers:

1. Sale of Goods Act was passed in the year-----
 a)1940 b)1997 c)1930 d)1960
2. Which of the below constitutes the essential element of contract of sale?
 a) Two parties b) Transfer of property c) Price d) All of the above
3. Which of the below is not a good?
 a) Stocks b)Dividend due c)Crops d)Water
4. In case of the sale, the ____ has the right to sell
 a)Buyer b)Seller c)Hirer d)Consignee
5. The property in the goods means the_____
 a) Possession of goods b) Custody of goods
 c) Ownership of goods d) Both (a) and (b)

22. THE NEGOTIABLE INSTRUMENT ACT – 1881

I. Choose the Correct Answers:

1. Negotiable Instrument Act was passed in the year _____.
 a. 1981 b. 1881 c. 1994 d. 1818
2. Number of parties in a bill of exchange are-----
 a. 2 b. 6 c. 3 d. 4
3. Section 6 of Negotiable Instruments Act 1881 deals with.....
 a. Promissory Note b. Bills of exchange
 c. Cheque d. None of the above
4. _____ cannot be a bearer instrument.
 a. Cheque b. Promissory Note
 c. Bills of exchange d. None of the above
5. A cheque will become stale after _____ months of its date:
 a. 3 b. 4 c. 5 d. 1

23. ELEMENTS OF ENTREPRENEURSHIP

I. Choose the Correct Answers:

- Which of the below is a factor of production?
 (a) Land (b) Labour
 (c) Entrepreneurship (d) All of the above
- Entrepreneur is not classified as.....
 (a) Risk Bearer (b) Innovator
 (c) Employee (d) Organizer
- What are the characteristics of an entrepreneur?
 (a) Spirit of enterprise (b) Flexibility (c) Self Confidence (d) All of the above
- Which of the below is not classified into managerial functions?
 (a) Planning (b) Marketing (c) Organizing (d) Controlling
- Which of the below is a commercial function?
 (a) Accounting (b) Coordination (c) Discovery of idea (d) Planning

24. TYPES OF ENTREPRENEURSHIP

I. Choose the Correct Answers:

- Which of the following is the Activity of a Business Entrepreneur?
 a. Production b. Marketing c. Operation d. All of the above
- Find the odd one out in context of Trading Entrepreneur.
 a. Selling b. Commission c. Buying d. Manufacturing
- Corporate Entrepreneur is also called as ____
 a. Entrapreneur b. Promoter c. Manager d. Shareholder
- Which of these is based on Technology?
 a. Modern b. Professional c. Corporate d. Industrial
- Which of the below is not a Characteristic of a Fabian Entrepreneur?
 a. Conservative b. Risk averse c. Sceptical d. Adaptive

25. GOVERNMENT SCHEMES FOR ENTREPRENEURIAL DEVELOPMENT

I. Choose the Correct Answers:

1. The _____ initiative was launched to modernize the Indian economy to make all governments services available electronically.
 - a) Standup India
 - b) Startup India
 - c) Digital India
 - d) Make in India
2. _____ is designed to transform India to a global design and manufacturing hub.
 - a) Digital India
 - b) Make in India
 - c) Startup India
 - d) Design India.
3. _____ is the Government of India's endeavour to promote culture of innovation and entrepreneurship.
 - a) AIM
 - b) STEP
 - c) SEED
 - d) AIC
4. _____ should cover aspects like sources of finance, technical know-how, source of labour and raw material, market potential and profitability.
 - a) Technical Report
 - b) Finance Report
 - c) Project Report
 - d) Progress Report
5. _____ has to include the mechanism for managing venture in the project report.
 - a) Banker
 - b) Government
 - c) Lending Institutions
 - d) Entrepreneur

26. COMPANY ACT – 2013

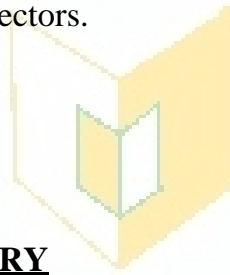
I. Choose the Correct Answers:

1. The Company will have to issue the notice of situation of Registered Office to the Registrar of Companies within _____ days from the date of incorporation.
 - (a) 14 days
 - (b) 21 days
 - (c) 30 Days
 - (d) 60 Days
2. How does a person who envisages the idea to form a company called?
 - (a) Director
 - (b) Company Secretary
 - (c) Registrar
 - (d) Promoter
3. Which of the following types of shares are issued by a company to raise capital from the existing shareholders?
 - (a) Equity Shares
 - (b) Rights Shares
 - (c) Preference Shares
 - (d) Bonus Shares
4. The shares which are offered to the existing shareholder at free of cost is known as _____.
 - (a) Bonus Share
 - (b) Equity Share
 - (c) Right Share
 - (d) Preference Share
5. The shares which are offered first to the existing shareholder at reduced price is known as _____.
 - (a) Bonus Share
 - (b) Equity Share
 - (c) Right Share
 - (d) Preference Share

27. COMPANY MANAGEMENT

I. Choose the Correct Answer:

1. A person shall hold office as a director in _____ companies as per the Companies Act, 2013.
 - (a) 5 companies
 - (b) 10 companies
 - (c) 20 companies
 - (d) 15 companies
2. A Private Company shall have a minimum of _____.
 - (a) Seven directors
 - (b) Five directors
 - (c) Three directors
 - (d) Two directors
3. A Public Company having a paid up Share Capital of Rs. _____ or more may have a Director, elected by such small shareholders.
 - (a) One crore
 - (b) Three crores
 - (c) Five crores
 - (d) Seven crores
4. What is the status of Directors who regulate money of the company.
 - (a) Banker
 - (b) Holder
 - (c) Agent
 - (d) Trustees
5. According to Companies Act, the Directors must be appointed by the.
 - (a) Central Government
 - (b) Company Law Tribunal
 - (c) Company in General Meeting
 - (d) Board of Directors.



28. COMPANY SECRETARY

1. Mention the status of a Company Secretary in a company.
 - a) A member
 - b) A director
 - c) An independent
 - d) An employee contractor
2. Who can become a secretary for a company?
 - a) Individual person
 - b) Partnership firm
 - c) Co-operative societies
 - d) Trade unions
3. Which meeting will be held only once in the life time of the company?
 - a) Statutory
 - b) Annual General
 - c) Extra – ordinary
 - d) Class General
4. Who is not entitled to speak at the annual general meeting of the company.
 - a) Auditor
 - b) Shareholder
 - c) Proxy
 - d) Directors
5. From the date of its incorporation the First Annual General Meeting is to be conducted within _____ months.
 - (a) Twelve
 - (b) Fifteen
 - (c) Eighteen
 - (d) Twenty one

**CHELLAMMAL MATRICULATION HR. SEC. SCHOOL, VENGUR, TRICHY. XII COMMERCE
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