



**SHRI RAADHA TUTION CENTER
ANAKAPUTHUR**

COMMERCE

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

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. Distribution of work in group wise or section wise is called as _____

- (a) Co-ordinating (b) Controlling (c) Staffing (d) Organising

4. Which of the following is verification

- (a) Planning (b) Organising (c) Staffing (d) Controlling

3. MANAGEMENT BY OBJECTIVES (MBO)

MANAGEMENT BY EXCEPTION (MBE)

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. _____ keeps Management Alert to Opportunities and Threats by Identifying Critical Problems.



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- (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

4. INTRODUCTION TO FINANCIAL MARKETS

1. Financial market facilitates business firms

- a) To raise 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. Spot Market is a market where the delivery of the financial instrument and payment of 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 times (c) Three times (d) Multiple times

5. CAPITAL MARKET

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. How many times a security can be sold in a secondary market?

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6. MONEY MARKET

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. Money Market provides _____.
a) Medium-term Funds b) Short-term Funds c) Long-term Funds d) Shares
4. Money Market Institutions are _____.
a) Investment Houses b) Mortgage Banks
c) Reserve Bank of India d) Commercial Banks and Discount Houses.
5. Risk in the Money Market is _____.
a) High b) Market Risk c) Low Credit and Market Risk d) Medium Risk
6. Debt Instruments are issued by Corporate Houses are raising short-term financial resources from the money market are called _____.
a) Treasury Bills b) Commercial Paper c) Certificate of Deposit d) Government Securities
7. The market for buying and selling of Commercial Bills of Exchange is known as a _____.
a) Commercial Paper Market b) Treasury Bill Market
c) Commercial Bill Market d) Capital Market
8. 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 c) Commercial Bill d) Government. Securities
9. Treasury Bills commands _____.
a) High Liquidity b) Low Liquidity c) Medium Liquidity d) Limited Liquidity
10. Government Securities are issued by agencies such as _____.
a) Central Government b) State Governments
c) Semi-government Authorities d) All of the above.

7. STOCK EXCHANGE

1. ___ is the oldest stock exchange in the world.
a) London Stock Exchange b) Bombay Stock Exchange
c) National Stock Exchange d) Amsterdam Stock Exchange

2. There are ____ stock exchange in the country.
a) 21 b) 24 c) 20 d) 25
3. Stock exchanges deal in
a) Goods b) Services c) Financial Securities d) Country's Currency
4. Stock exchange allow trading in
a) All types of Shares of any Company b) Bonds issued by the Govt
c) Listed Securities d) Unlisted Securities
5. Jobbers transact in a stock exchange
a) For their Clients b) For their Own Transactions
c) For other Brokers d) For other Members
6. A pessimistic speculator is
a) Stag b) Bear c) Bull d) Lame Duck
7. An optimistic speculator is
a) Bull b) Bear c) Stag d) Lame duck
8. A bull operator believes in
a) Increase in Prices b) Decrease in Prices
c) Stability in Prices d) No change in Prices
9. ____ means the price at which securities are bought and sold are recorded and made public.
a) Market Quotations b) Trade Quotations c) Business Quotations d) Buyers Quotations
10. The rules and regulations of Stock exchange is framed by ____ guide lines.
a) RBI b) Central Government c) SEBI d) BSE

8. SECURITIES EXCHANGE BOARD OF INDIA (SEBI)

1. Securities Exchange Board of India was first established in the year ____
a) 1988 b) 1992 c) 1995 d) 1998
2. The headquarters of SEBI is ____
a) Calcutta b) Bombay c) Chennai d) Delhi
3. In which year SEBI was constituted as the regulator of capital markets in India?
a) 1988 b) 1992 c) 2014 d) 2013
4. Registering and controlling the functioning of collective investment schemes as ____
a) Mutual Funds b) Listing
c) Rematerialisation d) Dematerialization



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5. SEBI is empowered by the Finance ministry to nominate ____ members on the Governing body of every stock exchange. a) 5 b) 3 c) 6 d) 7
6. The process of converting physical shares into electronic form is called ____
a) Dematerialisation b) Delisting c) Materialisation d) Debarring
7. Trading in dematerialized shares commenced on the NSE is ____
a) January 1996 b) June 1998 c) December 1996 d) December 1998
8. ____ was the first company to trade its shares in Demat form.
a) Tata Industries b) Reliance Industries c) Infosys d) Birla Industries
9. ____ enables small investors to participate in the investment on share capital of large companies. a) Mutual Funds b) Shares c) Debentures d) Fixed deposits
10. PAN stands for ____
a) Permanent Amount Number b) Primary Account Number
c) Permanent Account Number d) Permanent Account Nominee

9. FUNDAMENTALS OF HUMAN RESOURCE MANAGEMENT

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

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 ----- .



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- 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

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. The poor quality of selection will mean extra cost on ----- and supervision
a) Training b) Recruitment c) work quality d) None of these
3. ----- refers to the process of identifying and attracting job seekers so as to build a pool of qualified job applicants.
a) Selection b) Training c) Recruitment d) Induction
4. Selection is usually considered as a ----- process
a) Positive b) Negative c) Natural d) None of these
5. 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
6. Which of the following orders is followed in a typical selection process.
a) application form test and or interview, reference check and physical examination
b) Application form test and or interview, reference check, and physical examination
c) Reference check, application form, test and interview and physical examination
d) physical examination test and on interview application term and reference check.
7. The purpose of an application blank is to gather information about the
a) Company b) Candidate c) Questionnaire or Interview Schedule d) Competitors
8. Identify the test that acts as an instrument to discover the inherent ability of a candidate.
a) Aptitude Test b) Attitude Test c) Proficiency Test d) Physical Test
9. The process of eliminating unsuitable candidate is called
a) Selection b) Recruitment c) Interview d) Induction



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10. Scrutiny of application process is the

- a) Last step in Selection process b) First step in Selection process
c) Third step in Selection Process d) None of the above

11. Selection process helps in

- a) Locating candidates b) Determining the suitability of the candidates.
c) preparing employees for training d) None of these

12. The process of placing the right man on the right job is called -----

- a) Training b) Placement c) Promotion d) Transfer

13. Probation/Trial period signifies

- a) one year to two years b) one year to three years
c) Two years to four years d) None of the above

14. Job first man next is one of the principles of -----

- a) Test b) Interview c) Training d) placement

12. EMPLOYEE TRAINING METHOD

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. Vestibule training is provided

- a) On the job b) In the class room
c) In a situation similar to actual working environment d) By the committee

3. Improves Skill Levels of employees to ensure better job performance

- a) Training b) Selection c) Recruitment d) Performance appraisal

4. 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

5. ----- is useful to prevent skill obsolescence of employees

- a) Training b) Job analysis c) Selection d) Recruitment

6. Training methods can be classified into training -----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

7. Case study method is ----- type of trainee.

- a) Only theoretical training b) Both theory and practical training
c) Hands on training d) Abservation Training



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8. Elaborate discussion on specific topic comes under ----- method of training.

- a) Under study b) Coaching c) Conferences d) Counselling

13. CONCEPT OF MARKETING AND MARKETER

1. One who promotes (or) Exchange of goods or services for money is called as.

- a) Seller b) Marketer c) Customer d) Manager

2. 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

3. The Spot market is classified on the basis of.

- a) Commodity b) Transaction
c) Regulation d) Time

4. 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

5. Stock Exchange Market is also called.....

- a) Spot Market b) Local Market
c) Security Market d) National Market

14. MARKETING AND MARKETING MIX

1. The initial stage of marketing system is.....

- a) Monopoly system b) Exchange to Money
c) Barter system d) Self producing

2. Who is supreme in the Market?

- a) Customer b) Seller c) Wholesaler d) Retailer

3. 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

4. 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

5. Which one is the example of Intangible product?

- a) Education b) Mobiles c) Garments d) Vehicles



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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. Which one represents a cluster of manufacturers, content providers and online retailers organised around an activity?
 - a. Virtual mall b. Association c. Metomediary d. Portal
4. Social marketing deals with:
 - a. Society b. Social Class c. Social change d. Social evil
5. 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
6. A company's products and prices is visually represented by
 - a. Shopping cart b. Web portal c. Electronic catalogue d. Revenue model.
7. Green Shelter concept was introduced by group:
 - a. ACME b. Tata c. Reliance d. ICI
8. Pure play retailers are called
 - a. Market creators b. Transaction brokers c. Merchants d. Agents

16. CONSUMERISM

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. John 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 main objective of all business enterprises is -----
 - a) Providing service b) Providing better standard of life
 - c) Providing necessities to the society d) Earn profit
5. The Consumer Protection Act came into



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force with effect from

- a) 1.1.1986 b) 1.4.1986 c) 15.4.1987 d) 15.4.1990

6. ----- 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

7. Any person who buys any goods or avails services for personal use, for a consideration is called as

- a) Customer b) Consumer c) Buyer d) User

8. The General Assembly of United Nations passed resolution of consumer protection guidelines on

- a) 1985 b) 1958 c) 1986 d) 1988

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 he 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



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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 National Consumer Disputes Redressal Commission has jurisdiction to entertain complaints where the value of goods/services complained against and the compensation, if any, claimed is

- a) Exceeding ₹ 1 crore b) Exceeding ₹ 10 lakhs c) Exceeding ₹ 5 lakhs d) Exceeding ₹ 12 lakhs

6. The District Forum can entertain complaints where the value of goods or services and the compensation if any claimed is less than

- a) Below ₹ 10,00,000 b) Below ₹ 20,00,000 c) Below ₹ 40,00,000 d) Below ₹ 50,00,000

7. The International Organisation of Consumers Unions (IOCU) was first established in

- a) 1960 b) 1965 c) 1967 d) 1987

8. Consumer awareness covers the following:

- a) Consumer awareness about Maximum Retail Price (MRP)
b) Consumer awareness about Fair Price Shop
c) Consumer awareness about price, quality, and expiry date of the product
d) All of the above

9. Complaints can also be filed by the

- a) Central Government b) State Government c) A group of consumers d) All of the above

10. A consumer has to be protected against

- a) Defects of product b) Deficiencies of product
c) Unfair and restrictive trade practices d) All of the above

19. ENVIRONMENTAL FACTORS

1. VUCA stands for ____, ____, ____, ____.

2. GST stands for ____, ____, ____.

3. Factors within an organisation constitutes _____ environment.

4. Macro Environment of business is an _____ factor.

5. The two major types of business environment are _____ and _____.

6. _____ environment includes weather and climatic conditions.

7. The size and composition of the population is part of _____ environment.



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20. LIBERLIZATION, PRIVATIZATION AND GLOBALIZATION

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

21. THE SALE OF GOODS ACTS 1930

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)
6. Specific goods denote goods identified upon the time of ____ of sale:
a) Agreement b) Contract c) Order d) Obligation
7. In which of the following types, the ownership is immediately transferred to buyer?
a) When goods are ascertained b) When goods are appropriate
c) Delivery to the carrier d) Sale or return basis
8. _____ is a stipulation which is collateral to main purpose of contract:



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- a) Warranty b) Condition c) Right d) Agreement

9. Unpaid seller can exercise his right of lien over the goods, where he is in possession of the goods as

- a) Owner of goods b) Agent of buyer c) Bailee for buyer d) All of these

10. The unpaid seller can exercise his right of stoppage of goods in transit where the buyer

- a) Becomes insolvent b) Refuses to pay price c) Payment of price d) Both (b) and (c)

22. THE NEGOTIABLE INSTRUMENTS ACT 1881

1. Negotiable Instrument Act was passed in the year ____.

- a. 1981 b. 1881 c. 1994 d. 1818

2. Negotiable Instrument is freely transferable by delivery if it is a _____ instrument.

- a. Order b. Bearer c. Both a & b d. None of the above

3. The transferee of a Negotiable Instrument is the one _____

- a. Who transfer the instrument b. On whose name it is transferred

- c. Who enches it d. None of the above

4. Number of parties in a bill of exchange are

- a. 2 b. 6 c. 3 d. 4

5. Section 6 of Negotiable Instruments Act 1881 deals with

- a. Promissory Note b. Bills of exchange c. Cheque d. None of the above

6. _____ cannot be a bearer instrument.

- a. Cheque b. Promissory Note c. Bills of exchange d. None of the above

7. When crossing restrict further negotiation

- a. Not negotiable crossing b. General Crossing c. A/c payee crossing d. Special crossing

8. Which endorsement relieves the endorser from incurring liability in the event of dishonour

- a. Restrictive b. Faculative c. Sans recourse d. Conditional

9. A cheque will become stale after ____ months of its date:

- a. 3 b. 4 c. 5 d. 1

10. Document of title to the goods exclude

- a. Lorry receipt b. Railway receipt c. Airway bill d. Invoice

23. ELEMENTS OF ENTREPRENEURSHIP

1. Which of the below is a factor of production?

- (a) Land (b) Labour (c) Entrepreneurship (d) All of the above



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

24. TYPES OF ENTREPRENEURS

1. Choose the type of entrepreneur that isn't based on function:
 a. Innovative b. Classical c. Fabian d. Drone
2. Choose the type of Entrepreneur that is not based on Motivation:
 a. Pure b. Corporate c. Spontaneous d. Induced
3. Which of the following is the Activity of a Business Entrepreneur?
 a. Production b. Marketing c. Operation d. All of the above
4. Find the odd one out in context of Trading Entrepreneur.
 a. Selling b. Commission c. Buying d. Manufacturing
5. Corporate Entrepreneur is also called as ____
 a. Intrapreneur b. Promoter c. Manager d. Shareholder
6. Poultry, Flowers, Fruits etc are called allied Products of _____ entrepreneur.
 a. Corporate b. Retail c. Trading d. Agricultural
7. _____ Entrepreneur Supply Services Unlike.
 a. Hoteliers b. Banking c. Airlines d. Livestock
8. Motive of a Pure Entrepreneur is
 a. Rendering service b. Earning profit c. Attaining status d. Both b & c
9. Which of these is based on Technology?
 a. Modern b. Professional c. Corporate d. Industrial
10. Which of the below is not a Characteristic of a Fabian Entrepreneur?
 a. Conservative b. Risk averse c. Sceptical d. Adaptive



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25. GOVERNMENT SCHEMES FOR ENTREPRENEURIAL DEVELOPMENT

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. COMPANIES ACT 2013

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. For which type of capital a company pays the prescribed fees at the time of registration?
 - (a) Subscribed Capital (b) Authorised Capital (c) Paid-up Capital (d) Issued Capital
4. 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
5. Specify the type of resolution to be passed to choose the location of Registered Office of the company within the town or village or city.
 - (a) Ordinary (b) Special (c) Either Ordinary (d) Board or Special
6. Who can issue stock?
 - (a) Public (b) Private (c) One Person (d) Small
7. Specify the document which comes under the Negotiable Instrument Act.
 - (a) Share Certificate (b) Share (c) Share Warrant (d) Stock



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8. 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

9. 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

10. The Companies Act 2013 Prohibits the issue of shares at _____ to the public.

- (a) Premium (b) Par (c) Discount (d) Both at par and Premium

27. COMPANY MANAGEMENT

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. Which _____ Director is appointed by a Financial institution.

- (a) Nominee (b) Additional (c) Women (d) Shadow

3. A Private Company shall have a minimum of _____.

- (a) Seven directors (b) Five directors (c) Three directors (d) Two directors

4. A Public Company shall have a minimum of _____ Directors.

- (a) Twelve (b) Seven (c) Three (d) Two

5. A Public Company having a paid up Share Capital of ₹ _____ or more may have a Director, elected by such small shareholders.

- (a) One (b) Three (c) Five (d) Seven

6. Under the companies Act, which one of the following powers can be exercised by the Board of Directors?

- (a) Power to sell the company's undertakings. (b) Power to make call.
(c) Power to borrow money in excess of the paid up capital. (d) Power to reappoint an auditor.

7. Which director need not hold qualifying shares.

- (a) Directors appointed to Central Government
(b) Directors appointed to Shareholders.
(c) Directors appointed to Managing Director
(d) Directors appointed to Board of Directors

8. What is the statue of Directors who regulate money of the company.

- (a) Banker (b) Holder (c) Agent (d) Trustees

9. According to Companies Act, the Directors must be appointed by the.

- (a) Central Government (b) Company Law Tribunal



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(c) Company in General Meeting (d) Board of Directors.

10. The Board of Directors can exercise the power to appoint directors in the case of.

- (a) Additional Directors (b) Filling up the Casual vacancy
(c) Alternate Directors (d) All the above.

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. Board Meetings to be conducted minimum _____ times in a year.

- a) 2 b) 3 c) 4 d) 5

5. Who is not entitled to speak at the annual general meeting of the company.

- a) Auditor b) Shareholder c) Proxy d) Directors

6. Mention the company which need not convene the Statutory Meeting.

- a) Widely held public b) Private Limited
c) Public Limited d) Guarantee having a share capital

7. 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

8. What percentage of shareholders is needed to pass special resolution?

- a) It must be unanimous b) Not less than 90%. c) Not less than 75%. d) More than 50%.

9. A special resolution must be filed with the Registrar within

- a) 7 days b) 14 days c) 30 days d) 60 days

10. A special resolution is required to

- a) redeem the debentures b) declare dividend c) appoint directors d) appoint auditor

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