

**CLASS: XII - COMMERCE 2020-2021****2 MARKS**

1. What is Management
2. List out the Management tools
3. Who is a Manager
4. State the meaning of Authority
5. Span of Management
6. Planning
7. Motivation
8. Controlling
9. List the subsidiary functions of management
10. Traditional proverb used in planning?
11. Components of Organized sector
12. Financial market
13. Spot market
14. Debt market
15. Price decided in Secondary market
16. What is Capital market?
17. Define Money market
18. CD market
19. Government securities market
20. Auctioning
21. Switching
22. Stock exchange
23. Define stock exchange
24. 5 stock exchange in India
25. Remisers
26. Broker
27. Types of speculators
28. Human resource
29. Human resource management
30. 2 features of HRM
31. 2 characteristics of HR
32. Functions of HRM
33. Recruitment
34. Promotion
35. 2 benefits of internal sources of recruitment
36. 2 features of campus recruitment
37. What is meant by pouching in recruitment?
38. Selection
39. Interview
40. Intelligence test
41. Bio-data
42. What is Market?
43. Define marketer.
44. Regulated market
45. Spot market
46. Commodity market
47. What is Marketing?
48. What is meant by Grading?
49. Define product
50. E – business
51. Define E- Marketing
52. Who is a consumer
53. Define Consumerism
54. Give 2 examples of adulteration
55. What is Caveat Emptor?
56. What is Caveat Venditor?
57. Write a note on Consumer Protection Act ,1986
58. “Right to be informed”
59. “Right to Safety”
60. Right of consumer according to John F.Kennedy ?
61. Supreme objectives of business?
62. Important aspects to be kept by the consumer while purchasing goods related to quality of goods.
63. Redressal Mechanism?
64. Branches of New Economic Policy
65. Privatization
66. 3 disadvantage of liberalization
67. Name the industries reserved for public sector
68. 3 advantages of globalization
69. What is contract of sale of goods?
70. Essential elements of contract of sale
71. What is meant by goods?
72. What is contingent goods?
73. What do you understand by warranty?
74. What is meant by Negotiable instrument?
75. Four governmental entrepreneurial schemes?
76. Give a note on Digital India.
77. List down the two types of finance?.
78. Stages of formation of company?
79. What is share?
80. Bonus share

81. Right share
82. What is Debentures?
83. Define Director
84. Name the company required to appoint KMP.
85. Who is whole time Director?
86. Who is called Managing Director?
87. Who can be Executive Director?
88. Who is a Secretary?
89. What is meant by meeting?
90. What is voting?
91. What is Resolution?
92. Write short note on proxy?

**3 MARKS**

1. Define management
2. Is management is an Art or Science?
3. Differentiate Management from Administration
4. Principles of Taylor
5. Determine the Span of Management
6. List main functions of management
7. Importance of Staffing
8. Innovation
9. Co-ordination
10. How employees are informed about the important matters of the company?
11. Meaning and definition of financial market
12. Spot market / future market
13. Secondary market
14. Various kinds of Capital market
15. Features of Treasury Bills?
16. Participants of Money market
17. Types of Treasury Bills?
18. Features of COD.
19. Types of Commercial Bills?
20. Limitations of Stock Exchange
21. BULL and BEAR
22. STAG and LAME DUCK
23. Define HRM.
24. Features of human resources?
25. Importance of human resource?
26. Functions of HRM.
27. Define Recruitment.
28. Unsolicited applications
29. Job portals
30. Steps in recruitment process.
31. What is stress interview?
32. Structured interview.
33. Name the types of selection tests.
34. What is Aptitude test
35. How is panel interview conducted?
36. List out the significance of placement.
37. What can be marketed in the market?
38. Explain the types of market on the basis of time.
39. Objectives of marketing?
40. Need for market and concept of marketing.
41. Advantages of E-Marketing?
42. Objectives of E-Marketing.
43. Niche marketing.
44. Legislation related to consumerism in India.
45. Artificial scarcity
46. Importance of consumerism.
47. Right to Redressal
48. Right to protection of health and safety?
49. Is consumer protection necessary?
50. Liberalization
51. Public sector undertaking (PSUs)
52. New Economic Policy
53. Agreement to sell.
54. Existing goods.
55. Implied Condition and Implied Warranties.
56. Characteristics of negotiable instrument.
57. Differentiate Negotiability and Assignability.
58. Define Entrepreneur
59. Distinguish between Entrepreneur and Manager
60. Commercial functions of entrepreneur
61. Promotional functions of entrepreneur
62. Startup India
63. Expand STEP, JAM, TREAD, M-SIPS, SEED and New Gen IEDC.
64. Short note on Diary Entrepreneurship development scheme and Project Report.

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65. Issue of securities at Premium?
66. When are Alternative Director appointed?
67. Who is a Shadow director?
68. Minimum numbers of directors for Private company
69. Special Resolution
70. Statutory meeting
71. 3 cases in which ordinary resolution to be passed
72. What resolution requires special notice?

**5 MARKS**

1. Concepts of Management
2. Management process in detail
3. Principles of Scientific management
4. Principles of Modern management
5. Various Functions of management
6. New issue market and Secondary market
7. Different kinds of financial market
8. Role of Financial market
9. Functions of Financial market
10. Characters of Financial market
11. Money market and Capital market
12. Characteristics of Money market
13. Instruments of Money market
14. Features and type of Commercial bills
15. Features of Governments securities
16. Functions of Stock Exchange (any 5)
17. Features of Stock Exchange
18. Benefits of Stock Exchange
19. Unique features of Human resource
20. Significance of Human Resource Management
21. Managerial functions of HRM
22. Operating functions of HRM
23. Internal sources of recruitment
24. External sources of recruitment
25. Recent trends in Recruitment
26. Various types of tests
27. Important methods of Interview
28. How the Market can be classified
29. How the market can be classified on the basis of Economics.
30. Evolution of Marketing

31. Why the marketing is important for society and individual firms. Explain
32. Traditional marketing differ from E-Marketing
33. Advantages and Disadvantage of E-Marketing
34. Two new methods of Marketing
35. How consumers are exploited
36. Role of business in consumer protection
37. Need for consumer protection
38. Role of consumer in consumer protection
39. Objectives of consumer protection Act, 1986
40. Five important Consumer Legislation
41. Rights of consumers
42. Duties of consumers
43. Responsibilities of consumer
44. Advantages and Disadvantages of Liberalization
45. Impact of LPG on Indian Economy
46. Elements of Contract of Sale
47. Differentiate Sale and Agreement to sell
48. Classify Goods under the Sale of Goods Act
49. Presumptions of Negotiable Instruments
50. How do you classify Entrepreneurs
51. Characteristics of an Entrepreneur
52. Differentiate Entrepreneur from Intrapreneurs
53. Challenges faced by Women Entrepreneurs
54. Various functions of Entrepreneurs
55. Five Government Entrepreneurial Schemes
56. Steps promoting Entrepreneurial Venture?
57. Differentiate Debentures from Shares
58. Stages in formation of a Company
59. Various kinds of Debentures
60. Who are the KMP
61. Different types of Directors
62. Qualification of Directors
63. Criminal liabilities of Directors
64. Types of company meetings
65. Types of Open and Secret types of Voting
66. Procedure of Voting.

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