

UNIT-1
MANAGEMENT PROCESS
CHAPTER 1
PRINCIPLES OF MANAGEMENT

I. Choose the correct answers:-

1. **The founder of scientific management was**
a) Peter F. Drucker
b) **Frederick Taylor**
c) Henry Fayol
d) Elton
2. **The first management principles were developed by**
a) Victor Meldrew
b) Charles
c) **Henry Fayol**
d) Taylor
3. **Studying the future and arranging the means for dealing with it is part of the process of**
a) Organizing
b) Controlling
c) Coordinating
d) **Planning**
4. **Principles of management are not**
a) **Absolute**
b) Flexible
c) Behavioural
d) Universal
5. **The principles of management are significant because of**
a) Changing technology
b) Utilisation of resources
c) **increase in efficiency**
d) initiative
6. **Henry Fayol was a**
a) Social scientist
b) Accountant
c) Production Engineer
d) **Mining Engineer**
7. **Which of the following is not a function of management?**
a) Staffing
b) Planning
c) Controlling
d) **Cooperation**
8. **Find the odd one out.**
a) Board of Directors
b) Chief Executive
c) **Foremen**
d) Shareholders
9. **Which of the following is not true?**
a) Management is universal
b) Management is an art
c) Management is a social process
d) **Management is always bureaucratic**
10. **Modern managers are:**
a) Action oriented
b) Able to build a sense of shared values
c) Able to manage changes efficiently
d) **All of the above**

CHAPTER 2

FUNCTIONS OF MANAGEMENT

I. Choose the correct answers:-

- Management functions are called as**
a) **Managerial process**
c) Psychological process
b) Cyclical process
d) Accounting process
- Nothing can be performed without**
a) Organising
c) **Planning**
b) Staffing
d) Controlling
- Consumers are satisfied through**
a) Coordination
c) **Innovation**
b) Motivation
d) Representation
- Which of the following is not a function of management?**
a) Budgeting
c) Staffing
b) **Profit earning**
d) Planning
- Which among the following is not a subsidiary function of management?**
a) Communication
c) **Motivation**
b) Innovation
d) Decision-making
- Co-ordination means**
a) Organising activities
c) **Synchronizing activities**
b) Directing activities
d) All of these
- Strategic planning is done by**
a) **Top managers of the firm**
c) Supervisory managers
b) Middle managers
d) Non supervisory employees
- Empowerment is related to**
a) Planning
c) **Directing**
b) Organizing
d) Controlling
- Supervisory management spends most of his/her time**
a) Planning and Controlling
c) Planning and Organizing
b) **Directing and Controlling**
d) Organizing and Controlling
- Coordinating people and human resources to accomplish organizational goals is the process of**
a) Planning
c) Management
b) Directing
d) **Leadership**

CHAPTER 3
MANAGEMENT BY OBJECTIVES (MBO)
MANAGEMENT BY EXCEPTION (MBE)

I. Choose the correct answers:-

1. **What is MBO?**
a) Managerial Business objects
c) Management by organization
b) **Management by objectives**
d) Management of Business organisation
2. **MBO is popularised in**
a) **USA**
c) India
b) Japan
d) UK
3. **MBO is a/an**
a) Philosophy
c) Principle
b) Training
d) **Management system**
4. **Systematic evaluation of performance is made with the help of**
a) **MBO**
c) MBE
b) KRA
d) MBA
5. **Management by objective is**
a) **Goal oriented**
c) both
b) work oriented
d) None of these
6. **Second step in process of management by objectives is to**
a) Guided setting of objective
c) Review job and agreement
b) Ongoing performance discussion
d) **Develop performance standards**
7. **Management by objective (MBO) is also known as**
a) **Management by results**
c) Management by planning
b) Management by goals
d) Management by evaluation
8. **Management by objective is a**
a) Set of rules
c) Way of thinking about management
b) Series of procedure
d) **All of the above**
9. **Objectives are decided by**
a) Superior
c) **Mutual consultations of both superior and subordinates**
b) Subordinates
d) None of these
10. **The following is/are the disadvantages of Management by objective (MBO)**
a) Inflexibility
c) Lack of individual motivation
b) Lack of relevant skill
d) **All of the above**

UNIT-2
FINANCIAL MARKETS - I
CHAPTER 4
INTRODUCTION TO FINANCIAL MARKETS

I. Choose the correct answers:-

1. Primary and Secondary markets

- | | |
|----------------------------|---------------------------------|
| a) Compete with each other | b) Complement each other |
| c) Function independently | d) Control each other |

2. In primary markets, first time issued shares to be publicly traded, in stock markets is considered as

- | | |
|----------------------|-----------------------------------|
| a) Traded offering | b) Public markets |
| c) Issuance offering | d) Initial public offering |

3. In primary markets, property of shares which made it easy to sell newly issued security is considered as

- | | |
|-------------------------------|------------------------|
| a) Increased liquidity | b) Decreased liquidity |
| c) Money flow | d) Large funds |

4. Money market where debt and stocks are traded and maturity period is more than a year is classified as

- | | |
|---------------------------|----------------------|
| a) Short term markets | b) Long term markets |
| c) Capital markets | d) None of these |

5. Type of structured market through which funds flow with help of financial instruments such as bonds and stocks is classified as

- | | |
|-----------------------------|--------------------|
| a) Financial markets | b) Flow markets |
| c) Funds markets | d) Capital markets |

6. The first issues are floated in

- | | |
|--------------------------|---------------------|
| a) Primary market | b) Secondary market |
| c) Commodity market | d) Regulated market |

7. Type of market in which securities with less than one year maturity are traded, is classified as

- | | |
|------------------------|-------------------|
| a) Money market | b) Capital market |
| c) Transaction market | d) Global market |

8. Process of selling and buying of stocks and bonds is classified as

- | | |
|-------------------|------------------|
| a) e-trade | b) stock trade |
| c) both a and b | d) None of these |

9. _____ for productive purposes is also made possible.

- | | |
|-------------------------|------------------|
| a) Saving mobilization | b) Investment |
| c) Flow of funds | d) None of these |

10. _____ is the market for securities that are already issued.

- | | |
|-------------------|----------------------------|
| a) Primary market | b) Secondary market |
| c) Debt market | d) Equity market |

CHAPTER 5

CAPITAL MARKET

I. Choose the correct answers:-

1. **Right issue refers to the shares issued to**
a) Employees
b) public
c) Existing directors
d) Existing shareholders
2. **Which market facilitates capital formations?**
a) Primary market
b) Secondary market
c) Debt market
d) Money market
3. **The existence of a capital market enables companies to raise**
a) Capital formation
b) Permanent capital
c) Industrial growth
d) All of these
4. **Which markets make possible to generate foreign capital?**
a) Primary market
b) Secondary market
c) Money market
d) Capital market
5. **NSEI was established in**
a) 1990
b) 1992
c) 1996
d) 1998
6. **The NSDL was setup in the year**
a) 1990
b) 1992
c) 1996
d) 1998
7. **Which of the following instruments are traded in capital market?**
a) Government agency securities
b) Negotiable Bank CDs
c) Repurchase agreements
d) Commercial papers
8. **Which of the following does financial services industry consist of?**
I. Tele communication II. Insurance III. Funds Management IV. Trusts
a) I and II
b) III and IV
c) I, II and III
d) II, III and IV
9. **Stock exchange _____ speculation in shares.**
a) Does not allow
b) Discourage
c) encourage
d) Prohibits
10. **Primary market is concerned with _____**
a) Increase in shares
b) Decrease in shares
c) Issue of new shares
d) None of these

CHAPTER 6

MONEY MARKET

I. Choose the correct answers:-

- Treasury bills and Commercial bills are the example of**
a) **Money market**
b) Capital market
c) Debt market
d) Debt market
- Which market deals with shares and debentures?**
a) Money market
b) **Capital market**
c) Debt market
d) Primary market
- A market for the purchase and sale of Treasury bills are known as**
a) **Treasury bills market**
b) Call loan market
c) Bill market
d) None of these
- Certificate of Deposits are issued in the form of usance**
a) Bills of exchange
b) **Promissory notes**
c) Commercial bills
d) None of these
- The Issuers of certificate of Deposits are**
a) Drawer
b) Treasure bills
c) **Commercial banks**
d) Corporations
- Bills that are accompanied by documents of title to goods are called**
a) Foreign bills
b) Indigenous bills
c) **Documentary bills**
d) Demand bills
- Certificate of deposits which are usually negotiable are issued by**
a) **banks**
b) stock exchange
c) business corporation
d) financial markets
- Negotiable deposit certificate are traded in**
a) Primary market
b) Direct market
c) Indirect market
d) **secondary market**
- Maximum maturity days of holding commercial paper are**
a) 170 days
b) **270 days**
c) 120 days
d) 100 days
- Certificate of deposits which are usually negotiable are issued by**
a) **Banks**
b) Financial market
c) Stock exchange
d) Business corporations

UNIT-3
FINANCIAL MARKETS - II
CHAPTER 7
STOCK EXCHANGE

I. Choose the correct answers:-

1. **Amsterdam stock exchange was established in the year**
a) **1602** b) 1604
c) 1666 d) 1680
2. **Which of the following securities are bought and sold are recorded and made public?**
a) Protection to investors b) Capital formation
c) **Market quotations** d) None of these
3. **People like to invest in the shares of such companies which yield**
a) Goodwill b) **Good profits**
c) Financial position is high d) Services
4. **Stock exchange requires recognition from the**
a) State government b) **Central government**
c) Commercial bank d) Financial institutions
5. **Stock exchange encourages**
a) Raising fund b) **Capital formation**
c) Divert resources d) Bargaining strength
6. **Jobbers are also called as**
a) **Taravaniwalas** b) Gambling
c) Speculation d) Bear
7. **The prices of different securities traded are shown on**
a) State Boards b) Central Boards
c) **Electronic Boards** d) None of these
8. **Who act as intermediaries between buyers and sellers of securities?**
a) Authorised clerks b) **Brokers**
c) Jobbers d) Speculation
9. **Tejiwala is an**
a) Pessimistic speculator b) **Optimistic speculator**
c) Premium hunter d) Taravaniwalas
10. **A bear is a**
a) Premium hunter b) Optimistic speculator
c) **Pessimistic speculator** d) Tejiwala

SECURITIES EXCHANGE BOARD OF INDIA (SEBI)

I. Choose the correct answers:-

1. **Securities and Exchange Board of India was first established in the year**
a) 1980
c) 1988
b) 1986
d) 1990
2. **SEBI is an apex body that maintains and regulate our**
a) Capital market
c) Share capital
b) Mutual funds
d) None of these
3. **The capital market is meaningless in the absence of the**
a) Brokers
c) Owners
b) Investors
d) Employees
4. **SEBI issues Guidelines and Instructions to business concerning**
a) Credit issues
c) Capital market
b) Capital issues
d) Share capital
5. **Registering and controlling the functioning of collective investment schemes such as**
a) Mutual funds
c) Bonds
b) Securities
d) Debentures
6. **Stock exchange deals in**
a) Goods
c) Financial securities
b) Services
d) Country's currency
7. **Number of recognised stock exchange in India**
a) 2
b) 22
b) 21
d) 24
8. **SEBI has the following number of members including chairman.**
a) 5
c) 7
b) 6
d) 8
9. **Where is the headquarters of the SEBI?**
a) Delhi
c) Chennai
b) Bengalure
d) Mumbai
10. **A stock market is also called**
a) Free market
c) Equity market
b) Open market
d) Sports market

CHAPTER 10

RECRUITMENT METHODS

I. Choose the correct answers:-

1. Poaching is also called
a) **Raiding** b) Unsolicited application
c) Profession d) Tutor
2. Rate which is used to represent that organization is successful at hiring conditions is classified as
a) Selection rate b) Yield rate
c) **Acceptance rate** d) Success base rate
3. In recruitment cost, costs such as salaries of operating managers and public relation managers are classified as
a) Direct costs b) Marginal costs
c) **Indirect costs** d) Labour costs
4. In recruitment costs, agency fees, recruitment advertisement and salaries of recruiters is classified as
a) **Direct cost** b) Indirect cost
c) both d) None of the above
5. Comparison between numbers of applications at each preceding stage of recruitment process is classified as
a) initialization ratio b) resultant ratio
c) **yield ratio** d) application ratio
6. The recruitment and selections process aimed at right kind of people
a) at right place b) at right time
c) to do right things d) **all of the above**
7. The following is a source of recruitment
a) Advertisement b) Reference
c) Employment agency d) **All of the above**
8. Which mode of recruitment is through advertisements, newspapers and want ads?
a) Direct b) **Indirect**
c) Both d) None of the above
9. Identifying the right people in rival companies, offering them better terms and luring them away is popularly called as
a) Competition b) Acquisition
c) **Poaching** d) None of the above
10. The following is concerned with developing a pool of candidates in line with the human resources plan
a) Development b) Training c) **Recruitment** d) None of these

CHAPTER 11

EMPLOYEE SELECTION PROCESS

I. Choose the correct answers:-

- The main aim of selection process is to find out the suitable candidate for**

 - a) more job
 - b) higher salary
 - c) specific job**
 - d) none of these
- Which of the following test to measure suitability of the candidates for the post/role.**

 - a) Verbal reasoning test
 - b) Spatial reasoning test
 - c) Aptitude test**
 - d) Mechanical reasoning test
- Which of the following test provides information about candidates numerical aptitude?**

 - a) Verbal reasoning test
 - b) Numerical reasoning test**
 - c) Mechanical reasoning test
 - d) Diagrammatic reasoning test
- Which test measures the candidate's ability to find a logic in a series or pattern?**

 - a) Number sequence test**
 - b) Vocabulary test
 - c) Mental arithmetic test
 - d) Verbal reasoning test
- The first modern intelligence test was developed in**

 - a) 1961
 - b) 1911
 - c) 1904**
 - d) 1857
- Which tests assesses the reliability and innate characters of the candidate concerned?**

 - a) Attitude test
 - b) Interest test
 - c) Personality inventory test**
 - d) Interview
- An atmosphere for free and frank interaction is created in the**

 - a) high salary
 - b) earned money
 - c) interview environment**
 - d) none of these
- Proper selection of candidates contributes to**

 - a) low labour turnover**
 - b) good talent
 - c) better efficiency
 - d) job motivation
- Proper selection of candidates reduces**

 - a) good talent
 - b) labour turnover
 - c) absenteeism**
 - d) none of these
- The process of selection of employees is usually influenced by**

 - a) Principles and programmes
 - b) rules and regulations
 - c) strategies and objectives**
 - d) all of these

CHAPTER 12

EMPLOYEE TRAINING METHOD

I. Choose the correct answers:-

- A person who is learning and practicing the skills of particular job is called
a) trainee b) trainers
c) training d) none of these
- Which department should decide the level of training to be imparted to the employees?
a) Public b) Private
c) Training d) All of these
- Which method plays the role of coach or guide and an instructor?
a) Mentoring method b) Job rotation method
c) Apprenticeship method d) Coaching method
- Which method gain more knowledge by observing and participating in decision making process?
a) Coaching method b) Committee Assignment method
c) Apprenticeship method d) Job rotation method
- E-learning is all about
a) computers and computing b) electronics
c) experience d) being-technology-driven
- The process of enhancing the technical skills of workers in a short period is called
a) training b) development
c) education d) none of these
- Laboratory training is also known by the name
a) Sensitivity training b) Job instruction training
c) Apprenticeship training d) None of the these
- Which one of the following is a source of assessing training needs?
a) Performance evaluation b) Advisory panel
c) Attitude survey d) All of these
- The planned use of networked information and communications technology for the delivery of training is called
a) e-learning b) role playing
c) case study d) programmed learning
- In which type of analysis are corporate goals and plans compared with the existing manpower inventory to determine the training needs?
a) Organisation analysis b) Operation analysis
c) Individual analysis d) None of the above

UNIT-5
ELEMENTS OF MARKETING
CHAPTER 13
CONCEPT OF MARKETING AND MARKETER

I. Choose the correct answers:-

1. The words market is derived from the Latin word
a) Marks **b) Marcatus**
c) Mars d) Marcus
2. Which market is regulated and controlled by certain rules?
a) Commodity market **b) Produce exchange market**
c) National market d) World market
3. Which type of market deals with the purchase or sale of goods and silver?
a) Capital market b) Commodity market
c) Bullion market d) Perfect market
4. Which types of market where short term securities are exchanged?
a) Bullion markets b) Manufactured goods market
c) Money market d) Spot market
5. Which concept of marketing is product oriented?
a) Old concept of marketing b) Modern concept of marketing
c) Entity concept of business d) None of these
6. Sub-division of marketing is called as
a) Market segmentation b) decision of market
c) allocation of market d) none of these
7. _____ is an international market.
a) Money market b) Future market
c) Regulated market **d) Foreign exchange market**
8. _____ is also known as securities market.
a) Stock market b) National market
c) International market d) Commodity market
9. _____ is the most valuable product that can be marketed today.
a) Persons b) Places
c) Information d) Ideas
10. Marketing refers to the _____
a) Sale of product b) Goods distribution
c) goods and services are exchanged to each other **d) All of these**

CHAPTER 14

MARKETING AND MARKETING MIX

I. Choose the correct answers:-

- Storage function of marketing creates**
 - possession utility
 - time utility**
 - form utility
 - place utility
- Marketing helps to increase the**
 - individual income
 - nation's income**
 - productivity
 - none of these
- Which is the value of a product expressed in monetary terms?**
 - Product
 - Price**
 - Promotion
 - Place
- Marketing is a process which aims at**
 - Production
 - Profit making
 - Satisfaction of customer needs**
 - Selling products
- Anything that can be offered to a market for attention, acquisition, use or consumption that might satisfy a want or need is called**
 - Demand
 - Price
 - Product**
 - Service
- This company is well known for Technology innovation, Great value and act as a game changer.**
 - Nokia
 - HTC
 - Samsung
 - Apple**
- The promotion "P" of marketing is also known as**
 - Product differentiation
 - Distribution
 - Cost
 - Marketing communication**
- The concept of marketing mix was developed by**
 - N.H.Borden**
 - Philip Kotler
 - Stanton
 - W.Anderson
- Which one of the following is not element of marketing mix?**
 - Promotion
 - Place
 - Product
 - None of these**
- Warehousing removes the hindrances of**
 - Time**
 - Place
 - Finance
 - Form

CHAPTER 15

RECENT TRENDS IN MARKETING

I. Choose the correct answers:-

1. The boundaries of nations are disappearing for exploiting the opportunities of
a) **Business** b) Industry
c) Commerce d) Accounts
2. All the business transaction carried out through internet and other online tools is called
a) E-Tailing b) E-Marketing
c) **E-Business** d) E-Commerce
3. E-Tailing is also called
a) Online business b) **Online trading**
c) Green marketing d) None of these
4. Green marketing is also known as
a) E-Tailing b) E-Marketing
c) Traditional market d) **Environmental marketing**
5. The multilevel marketing is also called as
a) Electronic marketing b) Green marketing
c) **Referral marketing** d) None of these
6. Which of the following describes e-commerce?
a) **Doing business electronically** b) Doing business
c) Sale of goods d) All of the above
7. E-commerce involves the application of
a) **Knowledge Management Systems** b) Product Management Systems
c) Services Management Systems d) All of the above
8. Green marketing is a part of
a) Social marketing b) Service marketing
c) **Relationship marketing** d) rural marketing
9. _____ is suited to small companies.
a) Multilevel marketing b) **Guerrilla marketing**
c) Social marketing d) Service marketing
10. _____ are networks that connect people within a company to each other and to the company network.
a) **Intranets** b) Extranets
c) Internets d) None of these

UNIT-6
SUMMER PROTECTION
CHAPTER 16
CONSUMERISM

I. Choose the correct answers:-

- New products appeared and consumer's dependence of business**
a) **increased**
b) decreased
c) both
d) none of these
- Which causes heavy loss to the consumers?**
a) Spurious goods
b) Warranty
c) False advertisement
d) **Adulteration**
- The term consumerism in the early**
a) 1950
b) 1954
c) 1956
d) **1960**
- Producers, sellers and service providers give importance to the**
a) Workers
b) Managers
c) **Consumers**
d) Owners
- Which has been very responsive to the consumer needs through legislative actions?**
a) Private
b) **Government**
c) Financial institutions
d) None of these
- Caveat emptor means**
a) **Let the buyer beware**
b) Let the seller beware
c) both
d) None of these
- Caveat venditor means**
a) Let the buyer beware
b) **Let the seller beware**
c) both
d) None of these
- The consumer protection Act is referred in short as**
a) CPA
b) **COPRA**
c) CAT
d) None of these
- Consumer protection Act is applicable to**
a) Immovable goods
b) Movable goods
c) Specific goods and services
d) **all goods and services**
- The minimum age limit for being a member of district forum as per consumer protection act is**
a) 65
b) **35**
c) 40
d) 30

CHAPTER 17

CONSUMER PROTECTION

I. Choose the correct answers:-

1. Satisfaction of consumer needs is stated to be supreme objective of a
a) **business** b) industry
c) commerce d) economics
2. Who cheat consumer by using unfair weight and measure?
a) Producers b) Employees
c) **Sellers** d) Workers
3. The consumer should discharge his duties as responsible
a) **citizen** b) workers
c) both d) none of these
4. The consumer must get cash receipt as a proof of goods purchased from the
a) buyer b) **seller**
c) both d) none of these
5. The most important law is the
a) **Consumer Protection Act, 1986** b) Sales of Goods Act, 1930
c) Weights and Measures Act, 1958 d) Trade Mark Act, 1999
6. Consumer satisfaction is the ultimate aim of
a) Marketing b) Business Ethics
c) **Modern Marketing** d) None of these
7. Consumerism has been defined as
a) environmental problems b) **an improved quality of life**
c) grievances of consumers d) none of these
8. Which of the following does not fall under consumer rights?
a) rights to the informed b) rights to choose
c) **rights to seek government help** d) rights to represent the consumer court
9. The total number of rights given to consumers as per consumer protection act is
a) 5 b) 4
c) **6** d) 8
10. The former President of the USA, Mr. John F. Kennedy summed up the basic consumer rights are
a) Right to Safety b) Right to be informed
c) right to Choose d) **All of the above**

CHAPTER 18

GRIEVANCE REDRESSAL MECHANISM

I. Choose the correct answers:-

1. In a country like India there is a shortage of many
 - a) Workers
 - b) **Products**
 - c) Skills
 - d) None of these
2. Complaints can be filed with the forum by a
 - a) **Consumer**
 - b) Channel of members
 - c) Suppliers
 - d) Competitors
3. The National Consumer Disputes redressal Commission (NCDRC) at the apex is situated at
 - a) Calcutta
 - b) **New Delhi**
 - c) Bombay
 - d) Chennai
4. For the District consumer Forum, is a value of upto
 - a) **₹ 20 lakhs**
 - b) ₹ 15 lakhs
 - c) ₹ 25 lakhs
 - d) ₹ 10 lakhs
5. For the State Commission, is a value above
 - a) ₹5 lakhs and ₹50 lakhs
 - b) **₹20 lakhs and ₹1 crore**
 - c) ₹20 lakhs and ₹5 crore
 - d) ₹10 lakhs and ₹1 crore
6. The state consumer protection council is also known as
 - a) National Commission
 - b) Consumer Awareness Act
 - c) **Consumer Disputes Redressal Commission**
 - d) All of the above
7. Formal written complaint of employees is called
 - a) Grievance arbitration
 - b) Grievance strike
 - c) **Grievance**
 - d) employee ownership
8. Members of state consumer protection council should not exceed
 - a) two
 - b) five
 - c) **ten**
 - d) three
9. The chairman of the district consumer protection council is
 - a) District Magistrate
 - b) **Collector of the District**
 - c) MP of the District
 - d) None of these
10. President of district forum is
 - a) Collector the district
 - b) A person who are qualified as advocate
 - c) **A person who are qualified to be a district judge**
 - d) None of these

UNIT-7
BUSINESS ENVIRONMENT
CHAPTER 19
ENVIRONMENTAL FACTORS

I. Choose the correct answers:-

1. **A business is an integral part of the**
a) **Social system**
b) Economic system
c) Psychological system
d) None of these
2. **The analysis of business environment helps a business to identify**
a) **New opportunities**
b) New employees
c) Profit maximization
d) None of these
3. **Internal environment factors can be changed or altered are known as**
a) external factors
b) **controllable factors**
c) uncontrollable factors
d) none of these
4. **The success of an enterprise is solely dependent on its**
a) **manpower**
b) skills
c) quality
d) right attitude
5. **Organisations have realised the importance of nurturing and maintaining good relationship with the**
a) competitors
b) financier
c) customers
d) **suppliers**
6. **The aim of any business is to satisfy the needs of its**
a) **customers**
b) suppliers
c) financiers
d) public
7. **Customer relationship management aims at creating and sustaining cordial relations with**
a) suppliers
b) **customers**
c) financiers
d) competitors
8. **Business is a part of**
a) **society**
b) economic activity
c) both a and b
d) none of these
9. **The development in the IT and telecommunications has created a**
a) rural market
b) **global market**
c) urban market
d) none of these
10. **Every business has to take**
a) **strategic decisions**
b) dynamic decisions
c) both
d) none of these

LIBERALIZATION, PRIVATIZATION AND GLOBALIZATION (LPG)

I. Choose the correct answers:-

1. India is one among such nations to commit itself to the New Economic Policy in
a) 1991
b) 1995
c) 1990
d) 1986
2. Liberalization is the result of New Industrial policy which abolished the
a) Rules and Regulation
b) License system
c) Panchayat system
d) none of these
3. Investment limit of the small scale industries have been raised to
a) ₹50 lakhs
b) ₹25 lakhs
c) ₹1 cr
d) ₹5 cr
4. If a country liberalises its trade, it will make the country more attractive for
a) inward investment
b) exchange reserve
c) consumption
d) price
5. The removal of tariff barriers can lead to lower prices for
a) suppliers
b) consumers
c) competitors
d) none of these
6. Which of the following reduces the dependence on external commercial borrowings by attracting more foreign investments.
a) Privatization
b) Liberalization
c) Globalization
d) None of these
7. The trade liberalization often benefits developed countries rather than developing
a) nations
b) sector
c) economies
d) none of these
8. A number of multinational companies started operating world wide including
a) India
b) China
c) America
d) London
9. Memorandum of understanding system was introduced in
a) 1990
b) 1991
c) 1992
d) 1994
10. Globalisation has posed major challenges for
a) big producers
b) small producers
c) rural poor
d) none of these

UNIT-8
THE SALE OF GOODS ACT – 1930
AND
THE NEGOTIABLE INSTRUMENTS ACT 1881
CHAPTER 21
THE SALE OF GOODS ACT 1930

I. Choose the correct answers:-

1. **Sale of Goods Act was passed in the year**
a) 1986 **b) 1930**
c) 1982 d) 1955
2. **A contract of sale involves**
a) one parties b) three parties
c) two parties d) more than five parties
3. **The subject matter of contract of sale must be**
a) goods b) cash
c) credit d) all of these
4. **The monetary consideration for the goods sold is called**
a) Price b) Goods
c) Both a and b d) none of these
5. **Which of the following determined with reference to the terms and conditions of the contract?**
a) Condition **b) Warranty**
c) Both a and b d) none of these
6. **Section 2, the sale of goods act is about**
a) Principles **b) Definitions**
c) Exceptions d) None of the above
7. **The voluntary transfer of possession form one person to another is called**
a) Transfer b) Change of possession
c) Delivery d) None of these
8. **Definition of unpaid seller is provided in section of the Sale of Goods Act, 1930**
a) 45 b) 46
c) 47 d) None of these
9. **The possession of the finder of lost goods is that of**
a) Bailee b) Bailor
c) Creditor d) True owner
10. **Which of the following does not fall in the category of “Goods”?**
a) Stock and Shares b) Money and actionable claims
c) Growing crops and grass d) None of these

CHAPTER 22

THE NEGOTIABLE INSTRUMENTS ACT 1881

I. Choose the correct answers:-

1. The law relating to negotiable instruments is dealt in the
 - a) Sale of Contract Act 1930
 - b) Indian Contract Act 1872
 - c) Negotiable Instruments Act 1881**
 - d) None of these
2. The cheque is to be signed by the
 - a) drawee
 - b) banker
 - c) drawer**
 - d) none of these
3. An instrument which is not inland instrument is called
 - a) Foreign instrument**
 - b) Bearer instrument
 - c) Inland instrument
 - d) Ambiguous instrument
4. promissory Note, Bill of Exchange or cheque is payable to order is called
 - a) Bearer Instrument
 - b) Order instrument**
 - c) Inland instrument
 - d) Foreign instrument
5. Negotiable instrument means a promissory note, bill of exchange or cheque, payable to
 - a) bearer
 - b) order
 - c) either to bearer or order**
 - d) neither bearer nor order
6. When an instrument has been lost it is presumed that it was
 - a) expired
 - b) duly stamped**
 - c) stolen
 - d) misplaced
7. The number of parties to a bill of exchange is
 - a) 2
 - b) 4
 - c) 6
 - d) 3**
8. The number of parties to a promissory note is
 - a) 2**
 - b) 4
 - c) 3
 - d) 6
9. Section 4 negotiable instrument act 1880 deals with
 - a) Promissory Note**
 - b) Bill of Exchange
 - c) Cheque
 - d) None of the above
10. In the case of Bill of Exchange drawee is the
 - a) Maker
 - b) Payee
 - c) Acceptor**
 - d) None of these

ELEMENTS OF ENTREPRENEURSHIP

d) CWEI

TYPES OF ENTREPRENEURS

I. Choose the correct answers:-

- Which of the following entrepreneur is simply imitates existing skill, knowledge or technology already in place in advanced countries?
a) Fabian entrepreneur
c) Imitative entrepreneur
b) Innovative entrepreneur
d) Drone entrepreneur
- Narsus coffee is an example of
a) Innovative entrepreneur
c) Fabian entrepreneur
b) Imitative entrepreneur
d) Drone entrepreneur
- Gopal tooth powder is an example of
a) Fabian entrepreneur
c) Imitative entrepreneur
b) Corporate entrepreneur
d) Drone entrepreneur
- Business entrepreneur is called
a) Solo entrepreneur
c) Industrial entrepreneur
b) Trading entrepreneur
d) Agricultural entrepreneur
- Which of the following entrepreneurs who restrict themselves to buying and selling finished goods?
a) Business entrepreneur
c) Industrial entrepreneur
b) Trading entrepreneur
d) Innovative entrepreneur
- Corporate entrepreneur is called
a) Promoter
c) Founder
b) Buyer
d) None of these
- Which of the following entrepreneur demonstrates their creative talents by producing innovative products?
a) Technical entrepreneur
c) Imitative entrepreneur
b) Innovative entrepreneur
d) Fabian entrepreneur
- Which of the following entrepreneurs are those motivated to take up venture by the desire for self fulfillment?
a) Motivated
c) Classical
b) Spontaneous
d) Modern
- Which of the following entrepreneur starts his own venture as a family business?
a) Agricultural entrepreneur
c) Drone entrepreneur
b) Fabian entrepreneur
d) Classical entrepreneur
- Entrepreneurs from the business families are called
a) State entrepreneur
c) Urban entrepreneur
b) Joint entrepreneur
d) Classical entrepreneur

CHAPTER 25

GOVERNMENT SCHEMES FOR ENTREPRENEURIAL DEVELOPMENT

I. Choose the correct answers:-

1. **Make in India initiative was launched in**
a) April 2014
b) **September 2014**
c) May 2014
d) None of these
2. **Stand-up India was launched in**
a) **2015**
b) 2016
c) 2017
d) 2018
3. **National Skill Development Mission was unveiled in**
a) March 2014
b) September 2014
c) March 2015
d) **July 2015**
4. **Entrepreneur has to include the mechanism for managing the venture in the**
a) **Project report**
b) Statutory license
c) Both a and b
d) None of these
5. **Entrepreneur has to apply for**
a) Statutory license
b) Project report
c) **Provisional Registration Certificate**
d) Permanent Registration Certificate
6. **_____ is a foremost challenge facing India.**
a) New programmes
b) Innovation
c) **Job Creation**
d) None of these
7. **_____ has to choose suitable plot of accommodating his venture.**
a) **Entrepreneur**
b) Intrapreneur
c) Manager
d) Promoter
8. **_____ has to determine the source of finance for funding the venture.**
a) Intrapreneur
b) Manager
c) **Entrepreneur**
d) Promoter
9. **Entrepreneur has to obtain _____ from the authority concerned.**
a) **Municipal License**
b) Project report
c) Provisional Registration Certificate
d) None of these
10. **Entrepreneur requires _____ types of finance.**
a) **two**
b) three
c) four
d) six

UNIT-10
LAW AND SECRETARIAL PRACTICE
CHAPTER 26
COMPANIES ACT 2013

I. Choose the correct answers:-

- Which company shares can be freely transferable?
a) Private company
b) Public company
c) both a and b
d) None of these
- Minimum number of members required to apply for incorporation certificate in a Public Limited company is
a) 3
b) 2
c) 7
d) 50
- The second stage in the formation of the company is
a) Promotion
b) Registration
c) Capital subscription
d) Commencement of business
- The second most important document which is required at the time of registration is
a) Memorandum of Association
b) Prospectus
c) Articles of Association
d) None of these
- A debenture, in which no specific time is specified by the companies to pay back the money is called an
a) Registered debentures
b) Bearer debentures
c) Irredeemable debentures
d) None of these
- The articles of association needs to be signed by
a) all proposed directors
b) Registrar
c) subscribers of memorandum
d) none of the above
- The person who envisages the idea is called a
a) Promoter
b) Manager
c) Director
d) Member
- If minimum subscription is not received application money should be refunded with in __ days.
a) 20
b) 25
c) 30
d) 10
- Minimum subscription should be received within _____ days.
a) 130
b) 125
c) 120
d) 150
- The _____ is the charter of a company.
a) Memorandum of Association
b) Articles of Association
c) Both a and b
d) None of the above

COMPANY MANAGEMENT

I. Choose the correct answers:-

- The group of human beings who undertake the responsibility to run the business of the company are known as
a) Board of directors b) Shareholders
c) Debenture holders d) None of these
- The overall performance of any company is vested with the
a) debenture holders b) directors
c) both a and b d) None of these
- The directors are expected to act in
a) utmost care b) good faith
c) delegate work d) none of these
- The directors should conduct their work with
a) good faith b) utmost care
c) delegate work d) none of these
- The definition of the term key managerial personnel contained in
a) Section 2(13) b) Section 2(18)
c) Section 2(50) d) Section 2(51)
- The Governing body of a company incorporated under companies Act called
a) Board b) Policy
c) MOA d) AOA
- Public companies which have paid-up share capital
a) ₹5 Crores b) ₹10 Crores or more
c) ₹50 Crores d) ₹25 Crores
- Public companies which have Turnover
a) ₹25 Crores b) ₹50 Crores
c) ₹75 Crores d) ₹100 Crores or more
- The alternative director is not a representative or agent of
a) Original director b) Shadow director
c) Additional director d) Nominee director
- The minimum requirement of Director is
a) two b) three
c) four d) five

CHAPTER 28

COMPANY SECRETARY

I. Choose the correct answers:-

- The person who is responsible for the general performance of an organization is called
a) Company secretary
b) Resolution
c) Voting
d) Poll
- The word secretary has originated in
a) French
b) Latin
c) Tamil
d) None of these
- The Latin word secretaries which means
a) Secretary
b) Sector
c) Secret
d) None of these
- Some information should be kept very confidential in all the
a) Companies
b) Private institutions
c) Industries
d) Owners
- Every unlisted company and every private company having a paid up capital of
a) ₹3 crore
b) ₹50 lakhs
c) ₹5 crore
d) ₹more than 10 crores
- To deliver share certificate of allotment within
a) 30 days
b) 2 months
c) 3 months
d) 5 months
- The company secretary must serve in the best interests of the
a) Board of directors
b) Debenture holders
c) Shareholders
d) All of the above
- The meeting held with the shareholders of the company is called
a) Board meeting
b) Committees meetings
c) Shareholders meetings
d) None of these
- First general meeting of the Public company is called the
a) Statutory meeting
b) Annual General meeting
c) Committee meetings
d) Board meetings
- Meetings of directors are called
a) Special meetings
b) Board meetings
c) Committee meetings
d) None of these