

DR.RAFIQ ZAKARIA CAMPUS-I
MAULANA AZAD COLLEGE OF ARTS, SCIENCE & COMMERCE
DEPARTMENT OF COMMERCE & MANAGEMENT SCIENCE
CLASS: B.B.A-IV SUBJECT: MANAGEMENT PRESPECTIVE-IV

(Multiple Choice type Questions)

1. The management of current assets is known as
 - a) Current asset management
 - b) working capital management
 - c) Both a & b
 - d) None

2. A firm's working capital consists of investment in
 - a) Current Assets
 - b) Current liabilities
 - c) Short term assets
 - d) Both a & c

3. Which of the following is not a current asset
 - a) Cash in hand
 - b) Cash at bank
 - c) Debtors
 - d) Creditors

4. Insufficient working capital results in
 - a) Block of cash
 - b) Loosing interests
 - c) Lack of production
 - d) Lack of smooth flow of production

5. Excess working capital results in
 - a) Block of cash
 - b) Loosing interests
 - c) Lack of production
 - d) Lack of smooth flow of production

6. Adequate working capital means
 - a) Sufficient funds
 - b) Insufficient funds
 - c) Lack of funds
 - d) All of the above

7. An example of current asset
 - a) Cash
 - b) Debtors
 - c) Marketable securities
 - d) All

8. An example of current liability
 - a) Creditors
 - b) Outstanding expenses
 - c) Provisions for depreciation
 - d) All

9. The asset which can be converted into cash when ever required without losing its value is
 - a) Current asset
 - b) Current liability
 - c) Fixed asset
 - d) Variable asset

10. The liability which should be paid within a period of one year is known as
 - a) Current asset
 - b) Current liability
 - c) Fixed asset
 - d) Variable asset

11. The investment in total current assets is known as
 - a) Gross working capital
 - b) Permanent working capital
 - c) Temporary working capital
 - d) Net working capital

12. The excess of current assets over current liabilities is known as
 - a) Gross working capital
 - b) Permanent working capital
 - c) Temporary working capital
 - d) Net working capital

13. The net working capital measures
 - a) Ability
 - b) Liquidity
 - c) Credibility
 - d) None

14. The regular funds invested in the working capital known as
 - a) Net working capital
 - b) Fixed working capital
 - c) Temporary working capital
 - d) Gross working capital

15. A series of activities in an organization related to production is known as
 - a) Operating cycle
 - b) Working cycle
 - c) Current cycle
 - d) Fixed cycle

16. The length or time period of the operating cycle of any firm can be defined as
- Operating cycle period
 - Inventory conversion period
 - Receivable conversion period
 - None
17. The time period required for the conversion of raw materials into finished goods
- Operating cycle period
 - Inventory conversion period
 - Receivable conversion period
 - None
18. The time period required to convert the credit sales into cash
- Operating cycle period
 - Inventory conversion period
 - Receivable conversion period
 - None
19. A level of working capital which is required by the firm always is known as
- Gross working capital
 - Permanent working capital
 - Temporary working capital
 - Net working capital
20. Above permanent working capital which is required by the firm is known as
- Gross working capital
 - Permanent working capital
 - Temporary working capital
 - Net working capital
21. The firm can finance the current assets by
- Long term sources
 - Short term sources
 - Transactional sources
 - All of the above
22. Long term sources are
- Retained earnings
 - Debentures
 - Share capital
 - All of the above
23. Short term sources are
- Bank credit
 - Public deposit
 - Commercial papers
 - All of the above

24. Transactionary sources are
- Credit allowed by suppliers
 - Outstanding labor
 - Other outstanding expenses
 - All of the above
25. The approaches which explains about the working capital mix are
- Hedging approach
 - Conservative approach
 - Aggressive approach
 - All of the above.
26. The financial goal of a public sector firm fully wned by the government is to?
- maximize the book value per share
 - maximize the profits earned by a firm
 - maximize the present value of stream of equity returns
 - maximize the return on equity
27. Which of the following is not a function of a finance manager?
- mobilization of funds
 - deployment of funds
 - control over use of funds
 - manipulate share price of the company
28. The market value of the firm is the result of?
- dividend decisions
 - working capital decisions
 - Trade-off between cost and risk
 - Trade-off between risk and return
29. Which of the following is related to the control function of the financial manager?
- Interaction with the bankers for arranging a short-term loan.
 - Comparing the costs and benefits if different sources of finance.
 - Analysis of variance between the targeted costs and actual cost incurred
 - Assessing the costs and benefits of a project under consideration.
30. The minimum number of person to form a private limited company and a public limited company respectively are?
- 2 and 5
 - 5 and 7
 - 2 and 7
 - 7 and 2
31. The present market price of a security which paid a dividend of Rs.5 is Rs.50. if the required rate of return is 15 % the price expected after one year is?
- Rs.52.50
 - Rs.55.00
 - Rs.57.50
 - Rs. 62.50

32. _____ is not a non diversifiable risk
- Lock out in a company due to workers demanding a wage hike
 - Slump of the industry
 - Lack of strategy for the management in a company
 - Both A&C
33. _____ is diversifiable risk
- Inflation risk
 - Interest rate risk
 - Market risk
 - Business risk
34. Risk returns trade off implies _____
- Increasing the portfolio of the firm through increased production
 - Not taking any loans which increases the risk
 - Not granting credit to risky customers
 - Taking decision in such a way which optimizes the balance between risk and return.
35. _____ is a specific risk factor
- Financial risk
 - Market risk
 - Interest rate risk
 - Inflation risk
36. _____ is concerned with the acquisition, financing and management of assets with some overall goal in mind.
- Profit maximization
 - Financial management
 - Agency theory
 - Social responsibility
37. _____ is concerned with the maximization of a firm's earnings after taxes
- Shareholder wealth maximization
 - Profit maximization
 - Stakeholder maximization
 - EPS maximization
38. _____ is the most appropriate goal of a firm
- Profit maximization
 - Stake maximization
 - EPS maximization
 - Shareholder wealth maximization
 -
39. Financial plan involves the analysis of _____ aspects
- one
 - two
 - three
 - four

40. The difference between human resource management and personnel management is

-
- a) Insignificant
 - b) Marginal
 - c) Narrow
 - d) Wide

41. Human Resource Management function does not involve

- a) Recruitment
- b) Selection
- c) Cost control
- d) Training

42. Which one is not the specific goal of human resource management?

- a) Attracting applicants.
- b) Separating employees.
- c) Retaining employees.
- d) Motivating employees.

43. Identify which one is an added specific goal of human resource management a.

- Retraining.
- a) Retraining.
 - b) Learning.
 - c) Unlearning.
 - d) Separating

44. Identify the top most goal of human resource management

- a) Legal compliance.
- b) Competitive edge.
- c) Work force adaptability.
- d) Productivity.

45. To achieve goals organizations require employees

- a) Control.
- b) Direction.
- c) Commitment.
- d) Cooperation.

46. Human resource management helps improve

- a) Production.
- b) Productivity.
- c) Profits.
- d) Power.

47. Human Resource Management is primarily concerned with

- a) Sales
- b) Dimensions of people
- c) External environment
- d) Cost discipline

48. Human Resource Management aims to maximize employees as well as organizational
- Effectiveness
 - Economy
 - Efficiency
 - Performativity
49. Benefits that are required by law to provide to all employees are called
- Medical Benefits.
 - Direct Benefits.
 - Involuntary Benefits.
 - Statutory Benefits.
50. All of the following are statutory benefits except
- Social Security.
 - Unemployment Insurance.
 - Medical Insurance.
 - Workers Compensation.
51. Communicating effectively is very important for organizations and it has been done mostly in these ways except
- Information dissemination
 - Employer Feedback.
 - Employee Feedback.
 - EAP.
52. According to Kurt Lewin, increasing the driving forces, which direct behavior away from the status quo, is a means of doing which of the following
- Unfreezing.
 - Changing.
 - Restraining forces.
 - Refreezing.
53. Development refers to learning opportunities directed towards helping _____
grow
- Employees
 - Employers
 - Supervisors
 - Managers
54. _____ involves Organisational and Task analysis
- Training Assessment
 - Need Assessment
 - Policy Assessment
 - Learning Assessment
55. Determining whether performance deficiencies result from a lack of knowledge, skill, or ability (a training issue) or from a motivational or work design problem is known as
- Person analysis.
 - Personality analysis.
 - Profit analysis.
 - Development analysis.

56. Apprenticeships, Job rotation, Job instruction training are some of
- On the job Techniques.
 - Off the job Techniques.
 - Inbound works.
 - Outbound activities.
57. _____ refer to relationships, problems, demands, tasks, or other features that employees face in their jobs
- Job enhancement
 - Job enrichment
 - Job experiences
 - Job encashment
58. GAFO stands for
- Go Away and Find Out.
 - Get Along and Figure Out.
 - Go Abroad and Find Out.
 - Go After Foolish Opinioners.
59. WBT stands for
- Wide Base Training.
 - Web Based Training.
 - World Class Based Training.
 - Webster Bold Training.
60. The process of examination a training program is called _____
- Training evaluation.
 - Training needs analysis.
 - Training method identification.
 - Training module designing.
61. _____ is a reactive process
- Training and Development
 - Training
 - Development
 - Learning
62. _____ is a proactive process
- Training and Development
 - Training
 - Development
 - Learning
63. Philosophy of HRD give rise to _____ of Management
- Service
 - Style
 - Status
 - Skill

64. The apt culture adopted in HRD perspective is _____ culture

- a) OCTAPACE
- b) OPTACACE
- c) ECAPATCO
- d) CEATAOC

65. KPA stands for

- a) Key performance areas
- b) Key product arena
- c) Key potential aspects
- d) Key performance accelerators

66. What do you mean by logical sequence of events?

- a) Integration
- b) Chronology
- c) Adaptability
- d) Relevance

67. What do you mean by Integration?

- a) The parts are closely connected
- b) logical sequence of events
- c) Activities clearly linked
- d) Activities clearly identified

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CLASS: BBA-IV SEM. SUBJECT: OPERATIONS RESEARCH

(Multiple Choice type Questions)

1. Operation Research approach is _____
 - a) Multi-disciplinary
 - b) Scientific
 - c) Intuitive
 - d) Collect essential data

2. Operation research approach is typically based on the use of _____
 - a) Physical model
 - b) Mathematical model
 - c) Iconic model
 - d) Descriptive model

3. Mathematical model of linear programming problem is important because _____
 - a) It helps in converting the verbal description and numerical data into mathematical expression
 - b) Decisions makers refers to work with formal models
 - c) It captures the relevant of relationship among decision factors
 - d) It enables the use of algebraic technique

4. Graphical method of linear programming is useful when the number of decision variable are _____
 - a) 1
 - b) 2
 - c) 3
 - d) 4

5. In a given system of m simultaneous linear equations in a n unknowns ($m < n$) there will be _____
 - a) n basic variables
 - b) m basic variables
 - c) $(n-m)$ basic variables
 - d) $(n+m)$ basic variables

6. A feasible solution to a linear programming problem _____
 - a) Must satisfy all the constraints of the problem simultaneously
 - b) Need not satisfy all of the constraints only some of them
 - c) Must be a corner point of the feasible region
 - d) Must optimize the value of the objective function.

7. An Iso-profit line represents _____
 - a) A boundary of the feasible region
 - b) An infinite number of solution all of which yield the same cost
 - c) An infinite number of solutions all of which yield the same profit
 - d) An infinite number of optimal solutions.

8. While solving a linear programming problem infeasibility may be removed by_____
- Adding another constraint
 - Adding another variable
 - Removing a constraint
 - Removing a variable
9. In a optimal simplex table, $Z_j - C_j = 0$ value indicates_____
- Alternative solution
 - Bounded solution
 - Infeasible solution
 - Unbounded solution
10. If any value in XB column of final simplex table is simplex, then the solution is_____
- Feasible
 - Infeasible
 - Bounded
 - No solution
11. If all a_{ij} values in the entering variable column of the simplex table are negative, then_____
- Solution is unbounded
 - Solution is degenerate
 - There exist no solution
 - There are multiple solutions
12. If an artificial variable is present in the basic variable column of optimal simplex table, then the problem has _____solution.
- Alternative
 - No solution
 - Bounded
 - Infeasible
13. For any primal problem and its dual_____
- Optimal value of objective function is same.
 - Dual will have an optimal solution if primal does too
 - Primal will have an optimal solutions if dual does too
 - Both primal and dual cannot be infeasible
14. The right hand side constant of a constraint in a primal problem appears in the corresponding dual as _____
- A coefficient in the objective function
 - A right hand side constant of a function
 - An input output coefficient a left hand side constraint
 - Coefficient variable
15. The dummy source or destination in a transportation problem is added to _____
- Satisfy rim conditions
 - Prevent solution from becoming degenerate
 - Ensure that total cost does not exceed a limit
 - The solution not be degenerate.

16. The difference between total float and head event slack is _____
- Free float
 - Independent float
 - Interference float
 - Linear float
17. An unoccupied cell in the transportation method is analogous to a _____
- $Z_j - C_j$ value in the simplex table
 - Variable in the B-column in the simplex table
 - Variable not in the B-column in the simplex table
 - Value in the XB column in the simplex table
18. During iteration while moving from one solution to the next, degeneracy may occur when _____
- The closed path indicates a diagonal move
 - Two or more occupied cells are on the closed path but neither of them represents a corner of the path.
 - Two or more occupied cells are on the closed path with minus sign are tied for lowest circled valued.
 - The closed path indicates a rectangle move.
19. _____ methods is used to verify the optimality of the current solution of the transportation problem.
- Least cost method
 - Vogel's Approximation method
 - Row minimum Method
 - Modified distribution method
20. An optimal assignment requires that the maximum number of lines which can be drawn through squares with zero opportunity cost should be equal to the number of _____
- Rows or columns
 - Rows and columns
 - Rows + columns-
 - Rows-columns
21. While solving an assignment problem, an activity is assigned to a resource through a square with zero opportunity cost because the objective is to _____
- Minimize total cost of assignment
 - Reduce the cost of assignment to zero
 - Reduce the cost of that particular assignment to zero
 - Reduce total cost of assignment
22. Maximization assignment problem is transformed into a maximization problem by _____
- Adding each entry in a column from the maximum value in that column
 - Subtracting each entry in a column from the maximum value in that column
 - Subtracting each entry in the table from the maximum value in that table
 - Adding each entry in the table from the maximum value in that table.

23. For a salesman who has to visit n cities, following are the ways of his tour plan_____
- $n!$
 - $(n+a)!$
 - $(n-a)!$
 - N
24. To proceed with the MODI algorithm for solving an assignment problem, the number of dummy allocations need to be added are _____
- N
 - $N-1$
 - $2n-1$
 - $N-2$
25. Every basic feasible solution of a general assignment problem having a square pay-off matrix of order n should have assignment equal to _____--
- $2n-1$
 - n
 - $n+1$
 - $n-2$
26. economic order quantity results in_____
- equalization of carrying cost and procurement cost
 - favourable procurement price
 - reduced chances of stock outs
 - minimization of setup cost
27. Which of the following is correct?
- Re-order quantity in a fixed order-interval system equals EOQ
 - Review period of the item is always kept higher than its lead time
 - Re-order level of an item is always more than its minimum stock
 - Buffer stock is the total stock kept to meet the demand during lead time.
28. The calling population is assumed to be infinite when _____
- Capacity of the system is infinite
 - Arrivals are independent of each other
 - Service rate is faster than arrival rate
 - All customers arrive at once.
29. Service mechanism in a queuing system is characterized by _____
- Customers behavior
 - Servers behavior
 - Customers in the system
 - Server in the system
30. The objective of network analysis is to _____
- Minimize total project duration
 - Minimize total project cost
 - Minimize production analysis, interruption and conflicts
 - Maximize total project duration.

31. If an activity has zero slack, it implies that _____
- The project is progressing well
 - It is a dummy activity
 - It lies on the critical path
 - It lies a non critical path.
32. In program evaluation review technique network each activity time assume a beta distribution because _____
- It is a unimodal distribution that provides information regarding the uncertainty of time estimates of activities.
 - It has got infinite non-negative error
 - It need not be symmetrical about model value.
 - The project is progressing well.
33. Float analysis is useful for _____
- Total float
 - Free float
 - Independent float
 - Variance of each float
34. In time cost trade off function analysis _____
- Cost decreases linearly as time increases
 - Cost increases linearly as time decreases
 - Cost at normal time is zero
 - Cost increases linearly as time increases.
35. A degenerate solution is one that _____
- Gives an optimum solution to the Linear Programming Problem
 - Gives zero value to one or more of the basic variables
 - Yields more than one way to achieve the objective
 - Makes use of all the available resources
36. If there is no non-negative replacement ratio in solving a Linear Programming Problem then the solution is _____.
- Feasible
 - Bounded
 - Unbounded
 - Infinite
37. The difference between free float and tail event slack is _____
- Total float
 - Independent float
 - Interference float
 - Slack
38. The transportation problem deal with the transportation of _____
- A single product from a source to several destinations
 - A single product from a several sources to several destinations
 - A single product from several sources to a destination
 - A multi-product from several sources to several destinations.

39. The calling population is considered to be infinite when _____
- All customers arrive at once
 - Capacity of the system is infinite
 - Service rate is faster than arrival rate
 - Arrivals are independent of each other
40. The minimum number of lines covering all zeros in a reduced cost matrix of order n and can be _____
- At the most n
 - At the least n
 - $n-1$
 - $n+1$
41. In an assignment problem involving 5 workers and 5 jobs, total number of assignments possible are _____
- 5
 - 10
 - 15
 - 20
42. In marking assignments, _____ should be preferred
- Only row having single zero
 - Only column having single zero
 - Only row/column having single zero
 - Column having more than one zero.
43. The time between the placement of an order and its delivery is called as _____
- Buffer time
 - Lead time
 - EOQ
 - Capital time
44. If the order quantity is increased, _____
- Holding cost decreases and ordering costs increase
 - Holding cost increases and ordering costs decrease
 - The total costs increase and then decrease
 - Storage cost as well as stock-out cost increase
45. All of the following are assumptions of the EOQ model except _____
- The usage rate is reasonably constant
 - Replenishment is not instantaneous
 - Only one product is involved
 - There are no quantity discount prices.
46. In the basic EOQ model, if the lead time increases from 2 to 4 days, then EOQ will _____
- Double increase
 - Remain constant
 - But not double
 - Decrease by a factor of two.

47. In Program Evaluation Review Technique the maximum time that is required to perform the activity under extremely bad conditions is known as _____
- a) Normal time
 - b) Optimistic time
 - c) Most likely time
 - d) Pessimistic time
48. _____ is the mathematical technique used to solve the problem of allocating limited resource among the competing activities.
- a) Linear Programming Problem
 - b) Assignment problem
 - c) Replacement problem
 - d) Non – linear programming problem
49. From the following data find EOQ. $D=600$, storage cost=Re.060, set-up cost=Rs.80
- a) 800
 - b) 600
 - c) 400
 - d) 1000
50. The inventory level dropping to a pre-specified level are called _____
- a) Periodic review
 - b) Continuous review
 - c) Inventory
 - d) Re-order point

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CLASS: BBA-IV SEM.
SUBJECT: ORGANISATIONAL EFFECTIVENESS & CHANGE
(Multiple Choice type Questions)

1. _____ is also called as Organisational success or growth.
 - A. Organisational Effectiveness
 - B. Organisational Behaviour
 - C. Organisational Development
 - D. None of these

2. Which of the following has the highest influence on organizational effectiveness
 - A. appraisal
 - B. feedback
 - C. training
 - D. goal setting

3. Competing value approach is used to conceptualize the organizational _____.
 - A. effectiveness.
 - B. development.
 - C. change.
 - D. depression.

4. Techniques to change people and the quality of interpersonal work relationships are termed as _____.
 - A. Operations
 - B. Organizational development
 - C. Downsizing
 - D. Robotics

5. The degree of accomplishment indicates the degree of effectiveness. Which approach suggests this?
 - A. Systems
 - B. Goal
 - C. Multiple-Constituency
 - D. None of these

6. An individual is likely to resist change because of all of the following reasons except _____.
 - A. Uncertainty
 - B. Increased productivity.
 - C. Concern over personal loss
 - D. Belief that the change is not in the organizations best interest

7. To cope with the complexity of life, individuals rely on habits or _____.
 - A. Programmed responses.
 - B. The status quo
 - C. Beliefs.
 - D. Certainties.

8. In organizations, people who act as catalysts and assume the responsibility for managing the change process are called _____.
- A. Change masters
 - B. Change agents
 - C. Operations managers
 - D. Charismatic leaders
9. Proactive changes respond to immediate _____.
- A. symptoms.
 - B. line.
 - C. change.
 - D. method.
10. Reactive change involves an effective _____ in a particular part of the system.
- A. behaviour.
 - B. change.
 - C. motion.
 - D. need.
11. _____ means one change which triggers off series of related changes.
- A. Domino effect.
 - B. For meeting crises.
 - C. Demean effect.
 - D. Dominant effect.
12. Changes occurs when some factors make to realize organization think over and finally decide that implementation of particular change is necessary.
- A. pro active.
 - B. pre active.
 - C. non active.
 - D. active.
13. Proactive change involves _____ behavior.
- A. purposive.
 - B. reactive.
 - C. tensed.
 - D. smooth.
14. Which of the reasons for resistance to change expressed by an employee may be beneficial to the organization?.
- A. Uncertainty.
 - B. Freezing.
 - C. Change is incompatible with the interests of the organization.
 - D. Refreezing.
15. For _____ to be effective there must be mutual trust and credibility between managers and employees.
- A. Education.
 - B. Coercion.
 - C. Negotiation.
 - D. Participation.

16. _____ may be necessary when resistance comes from a powerful source.
- A. Education and communication
 - B. Coercion.
 - C. Facilitation and support.
 - D. Negotiation.
17. _____ is using direct threats or force on those who resist change.
- A. Negotiation.
 - B. Coercion.
 - C. Cooptation.
 - D. Education and communication.
18. Role negotiation is a technique whereby individuals meet and classify their psychological _____.
- A. contact.
 - B. contract.
 - C. . comfort.
 - D. concern.
19. The change agent is an outside _____.
- A. consultant.
 - B. consoler.
 - C. country.
 - D. counselor.
20. Factors influencing choice of an OD intervention in _____.
- A. acceptability.
 - B. achievement.
 - C. adaptability.
 - D. assessment.
21. _____ means the potential of a given intervention to yield desired results.
- A. Feasibility.
 - B. Acceptability.
 - C. Applicability.
 - D. None of the above.
22. MBO process has got an evaluation stage which helps in _____.
- A. analysing.
 - B. determining.
 - C. functioning.
 - D. ending.
23. Team building should emphasize team _____.
- A. goals.
 - B. structure.
 - C. anger.
 - D. friendship.
24. Team building is an OD intervention based on the concept of _____.
- A. synergy.
 - B. energy.
 - C. game.
 - D. fitness.

25. _____ model is one of the OD model.
- A. Greiner.
 - B. Koontz.
 - C. Aswathappa.
 - D. None of the above.
26. In Lewins model of OD there are _____ interacting sub systems.
- A. 4.
 - B. 3.
 - C. 2.
 - D. 1.
27. Action research model of OD is advocated by _____.
- A. Kanka.
 - B. Kurt lewin.
 - C. Robbins.
 - D. Gupta.
28. _____ model is a change model.
- A. Lewins.
 - B. Fredrick.
 - C. John.
 - D. Paul.
29. Kurt Lewin developed a technique called _____ field technique.
- A. fine.
 - B. force.
 - C. fire.
 - D. farm.
30. Reactive changes occurs when force does compel organisation to implement _____.
- A. policy.
 - B. rule.
 - C. change.
 - D. regulation.
31. _____ change covers a limited part of the system.
- A. Proactive.
 - B. Reactive.
 - C. Planned.
 - D. None of the above.
32. _____ change involves purposive behavior.
- A. Proactive.
 - B. Reactive.
 - C. Planned.
 - D. None of the above.
33. In Lewin's change model, the stage follows as Unfreezing, Freezing, _____ .
- A. freezing.
 - B. refreezing.
 - C. non freezing.
 - D. unfreezing.

34. _____ means what has been learnt is integrated into actual practice.
- A. Freezing.
 - B. Refreezing.
 - C. Non freezing.
 - D. Unfreezing.
35. _____ is the process in which a person casts aside his old behavior.
- A. Freezing.
 - B. Unfreezing.
 - C. Refreezing.
 - D. Non freezing.
36. _____ is the final step in the change process.
- A. Refreezing.
 - B. Committing.
 - C. Freezing.
 - D. Coining.
37. _____ is a process through which are not affected by the change and not brought to understand change.
- A. Motivation.
 - B. Involvement.
 - C. Disapproval.
 - D. Prohibition.
38. _____ aims at developing the individuals for the accomplishment of better performance and development.
- A. OB.
 - B. OD.
 - C. OC.
 - D. OE.
39. One of the steps which is not available in the process of OD.
- A. Problem identification and diagnosis.
 - B. Planning strategy for change.
 - C. Objective framing.
 - D. Interviewing and evaluation.
40. Intervention constitutes the _____ thrust of organizational development.
- A. function.
 - B. development.
 - C. action.
 - D. forceful.
41. Sensitivity training is otherwise called _____ group approach.
- A. T.
 - B. B.
 - C. P.
 - D. W.
42. Which of the following are types of Organisational change:
- A. Adaptation
 - B. Tuning
 - C. Re-orientation
 - D. All of these

43. The most intense and risky type of organizational change is:
- A. Adaptation
 - B. Tuning
 - C. Re-Creation
 - D. None of these
44. The application of power to bring change implies the use of _____.
- A. Coercion
 - B. Participation
 - C. Information
 - D. All of these
45. Which of the following is a strategy for reducing resistance to change-
- A. Communication & Education
 - B. Participation & Involvement
 - C. Negotiation & Agreement
 - D. All of these
46. A Change agent is required to bring change in –
- A. Individuals
 - B. Technology
 - C. Organisational Structure
 - D. All of these
47. _____ encourages individuals to participate in establishing job-related objectives for themselves and their units.
- A. MBO
 - B. Surveys
 - C. Discussion
 - D. None of these
48. Techniques to change people and the quality of interpersonal work relationships are termed as _____.
- A. Operations
 - B. Organizational development
 - C. Downsizing
 - D. Robotics
49. An individual is likely to resist change because of all of the following reasons except _____.
- A. Uncertainty
 - B. Increased productivity.
 - C. Concern over personal loss
 - D. Belief that the change is not in the organizations best interest

50. _____ may be necessary when resistance comes from a powerful source.
- A. Education and communication
 - B. Coercion.
 - C. Facilitation and support.
 - D. Negotiation.
51. In organizations, people who act as catalysts and assume the responsibility for managing the change process are called _____.
- A. Change masters
 - B. Change agents
 - C. Operations managers
 - D. Charismatic leaders
52. How can managers increase the likelihood of making change happen successfully?.
- A. Focus on how they want to change the organization
 - B. Understand the difficult task at hand
 - C. Increase the role of individual employees
 - D. Observe how competitors are changing.
53. What is a characteristic of a change capable organization?.
- A. Separates the present and the future.
 - B. Makes controlling a way of life.
 - C. Discourages mavericks.
 - D. Shelters breakthroughs.

DR.RAFIQ ZAKARIA CAMPUS-I
MAULANA AZAD COLLEGE OF ARTS, SCIENCE & COMMERCE
DEPARTMENT OF COMMERCE & MANAGEMENT SCIENCE
CLASS: BBA-IV SEM.

SUBJECT: BUSINESS LAWS-II

(Multiple Choice type Questions)

1. The factories Act,1948 came into force on _____.
 - A. 1.4.1948.
 - B. 1.4.1949.
 - C. 1.4.1848.
 - D. 1.4.1849.

2. The Act extends to whole India including the state of _____.
 - A. Assam.
 - B. Sikkim.
 - C. Jammu & Kashmir.
 - D. Gujarat.

3. _____ is a premises whereon 10 or more persons are engaged if power is used, or 20 or more persons are engaged if power is not used, in a manufacturing process.
 - A. Railway workshops.
 - B. Precincts.
 - C. Production department.
 - D. A factory.

4. Premises including the _____ thereof.
 - A. factory.
 - B. precincts.
 - C. safety procedures.
 - D. activities.

5. If an article becomes commercially known as something different from which it requires its existence, it is known as _____.
 - A. manufacturing process.
 - B. selling process.
 - C. deciding process.
 - D. factory process.

6. An Adult is a person who has completed his _____ year of the age.
 - A. 18th.
 - B. 16th.
 - C. 20th.
 - D. 21st.

7. An Adolescent is a person who has completed his _____ year of age but has not completed his 18th year.
 - A. 13th.
 - B. 14th.
 - C. 15th.
 - D. 16th.

8. A Child is a person who has not completed _____ year of age.
- A. 12th.
 - B. 15th.
 - C. 16th.
 - D. 13th.
9. A young person mean a person who is either a child or _____.
- A. adult.
 - B. adolescent.
 - C. competent person.
 - D. kid.
10. _____ means any engine, motor or other appliance which generates or otherwise provides power.
- A. Prime mover.
 - B. Earth mover.
 - C. Power mover.
 - D. Electrical energy.
11. _____ means electrical energy or any other form of energy which is mechanically transmitted and is not generated by human or animal energy.
- A. Power.
 - B. Prime mover.
 - C. Motor.
 - D. Appliance.
12. _____ of a factory means the person who has ultimate control over the affairs of the factory.
- A. Occupier.
 - B. Inspector.
 - C. Factory manager.
 - D. Factory owner.
13. Work of the same kind is carried out by 2 or more set of workers working during different periods of the day is called as _____.
- A. shift.
 - B. relay.
 - C. over time.
 - D. general work.
14. Set of shifts is called as _____.
- A. general shift.
 - B. relay.
 - C. overtime.
 - D. continuous work.
15. Every person, who undertakes to design or manufacture any article for use in any factory, may carry or arrange for the carrying out of _____.
- A. necessary work.
 - B. necessary provisions.
 - C. necessary research.
 - D. the duties & responsibilities.

16. _____ has the power to require medical examination of a young person working in a factory.
- A. Factory manager.
 - B. A Doctor.
 - C. Occupier.
 - D. An inspector.
17. _____ shall carry out examination of persons engaged in factories in dangerous occupations or process.
- A. Occupier.
 - B. Inspector.
 - C. Manager.
 - D. Certifying surgeon.
18. _____ of the factories act deals with the provisions ensuring the health of the workers.
- A. Chapters III (sections 11 to 20).
 - B. Chapters II (sections 21 to 30).
 - C. Chapters I (sections 31 to 40).
 - D. Chapters V (sections 41 to 50).
19. Provisions relating to hazardous process has been dealt by _____ of the factories act, 1948.
- A. Chapter IV section 41-A to 41-H.
 - B. Chapter IV section 41-B to 41-I.
 - C. Chapter IV section 41-C to 41-J.
 - D. Chapter IV section 41-D to 41-K.
20. _____ shall examine an application for the establishment of a factory involving a hazardous process.
- A. The site appraisal committee.
 - B. An occupier.
 - C. Inspect.
 - D. Members of the inquiry committee.
21. Welfare measures has been dealt in _____ of the factories act, 1948.
- A. chapter V section 41 to 51.
 - B. chapter V section 42 to 52.
 - C. chapter V section 42 to 50.
 - D. chapter V section 41 to 50.
22. According to welfare measures how many first aid boxes with prescribed contents should be maintained for every 150 workers?
- A. One.
 - B. Only one.
 - C. At least one.
 - D. More than one.
23. _____ shall be provided & maintained, a suitable room or rooms for use of children under the age of 6 years of the women workers of the factories.
- A. Creches.
 - B. Fencing of machinery.
 - C. Protection of eyes.
 - D. Self-acting machine.

24. No _____ worker shall be required or allowed to work in a factory for more than 48 hours in any week.
- A. women.
 - B. young.
 - C. adult.
 - D. adolescent.
25. _____ means of escape of all persons from fire.
- A. Prevention.
 - B. Prohibition.
 - C. Safe.
 - D. Corrective action.
26. _____ will entitle a young person to work as a child or adult.
- A. Certificate of fitness.
 - B. Revocation of certificate of fitness.
 - C. Medical examination.
 - D. Safety provisions.
27. No _____ shall be required or allowed to work in any factory on any day on which he has already been working in another factory.
- A. child.
 - B. young person.
 - C. woman.
 - D. adult.
28. The payment of wages act was been passed in the year _____.
- A. 1934.
 - B. 1935.
 - C. 1936.
 - D. 1937.
29. The payment of wages act does not apply to persons whose wages exceed Rs. _____ per month.
- A. 1000.
 - B. 1600.
 - C. 2000.
 - D. 2600.
30. The latest amendment to the payment of wages act was made in _____.
- A. 1982.
 - B. 1983.
 - C. 1984.
 - D. 1985.
31. Latest amendment to the payment of wages act came into force with effect from _____.
- A. 15.10.1982.
 - B. 14.10.1982.
 - C. 13.10.1982.
 - D. 16.10.1982.

32. General rules regarding payment of wages has been dealt from sections _____ to _____.
- A. 3 to 6.
 - B. 4 to 7.
 - C. 5 to 8.
 - D. 6 to 9.
33. Every person responsible for the payment of wages under section 3 shall fix period known as _____.
- A. Payment periods.
 - B. Earning periods.
 - C. Wages periods.
 - D. Claim periods.
34. A wage period shall not exceed _____.
- A. 1 month.
 - B. 2 months.
 - C. 3 months.
 - D. 1 week.
35. The wages of every person employed upon or in any railway, factory or industrial or other establishment upon or in which less than 1000 persons are employed shall be paid before the expiry of _____ day of the following wage period.
- A. 5th.
 - B. 7th.
 - C. 10th.
 - D. 14th.
36. Payment of wages in _____ is not permitted.
- A. kind.
 - B. demand draft.
 - C. current coin.
 - D. due.
37. The number of workers exceeds 1000, the wages shall be paid before the expiry of the _____ day of the following wage period.
- A. 7th.
 - B. 8th.
 - C. 9th.
 - D. 10th.
38. Deductions from wages has been dealt from sections _____ of the payment of wages act, 1936.
- A. 5 to 11.
 - B. 6 to 12.
 - C. 7 to 13.
 - D. 8 to 14.
39. 249. The minimum wages Act was been passed in the year _____.
- A. 1968.
 - B. 1972.
 - C. 1936.
 - D. 1948.

40. According to the minimum wages act, 1948 adolescent means a person who has completed his _____ year of age but not completed his 18th year.
- A. 13th.
 - B. 14th.
 - C. 15th.
 - D. 16th.
41. _____ means a cession of work by a body of persons employed in any industry.
- A. lay-off
 - B. strike
 - C. lock-out
 - D. closure
42. Closure means permanent closing down of the place of employment.
- A. agree
 - B. disagree
 - C. can't say
43. Which of the following statements is not true about an industrial dispute?
- A. The dispute may relate to employment.
 - B. The dispute may relate to non-employment.
 - C. The dispute may be between worker and worker.
 - D. The dispute may be between employer and government.
44. Which of the following is not a cause of industrial dispute?
- A. demand for pay and benefits hike
 - B. demand for hygienic and safer working conditions
 - C. demand for better labour welfare
 - D. None of the above
45. Which of the following dispute settlers cannot make a binding decision?
- A. a arbitrator
 - B. b adjudicator
 - C. c conciliator
 - D. d industrial tribunal member
46. _____ means the temporary closing of a place of employment or the suspension of work, or the refusal by an employer to continue to employ any number of persons employed by him.
- A. Strike
 - B. Lay off
 - C. Lock out
 - D. None of these
47. Works Committee consists of –
- A. Employee representatives
 - B. Employer representatives
 - C. Factory officer
 - D. A & B

48. Which of the following Tribunals is not constituted under Industrial Disputes Act.
- A. National
 - B. Industrial
 - C. State
 - D. All of these
49. The Bombay Shops & Establishments Act is of Year-
- A. 1948
 - B. 1938
 - C. 1949
 - D. 1969
50. "Day" means the period of twenty-four hours beginning at _____.
- A. 12 A.M
 - B. 12 P.M.
 - C. 5.00 A.M
 - D. None of these
51. "Week" means the period of seven days beginning at midnight of _____
- A. Saturday
 - B. Monday
 - C. Sunday
 - D. None of these
52. No shop dealing wholly in milk, vegetable, fruits, fish, meat, bread or any other goods notified by the State Government shall on any day be opened earlier than _____.
- A. 12 A.M.
 - B. 5 A.M.
 - C. 7 A.M.
 - D. 6 A.M.
53. No commercial establishment shall on any day be opened earlier than ____ a.m. and closed later than _____ p.m.
- A. 8.00 & 9.00
 - B. 8.30 & 9.30
 - C. 5.00 & 8.00
 - D. None of these
54. The spread-over of an employee in a shop normally shall not exceed _____ hours in any day.
- A. Twelve
 - B. Nine
 - C. Eleven
 - D. Ten

55. No theatre or other place of public amusement or entertainment shall, on any day, be closed later than _____.

- A. 00.30 A.M.
- B. 11.30 P.M.
- C. 12.30 P.M.
- D. None of these

DR.RAFIQ ZAKARIA CAMPUS-I
MAULANA AZAD COLLEGE OF ARTS, SCIENCE & COMMERCE
DEPARTMENT OF COMMERCE & MANAGEMENT SCIENCE
CLASS: BBA-IV SEM. SUBJECT: COST ACCOUNTING-II

(Multiple Choice type Questions)

1. Basic objectives of cost accounting is _____ .
 - a) tax compliance.
 - b) Financial audit.
 - c) cost ascertainment.
 - d) profit analysis.

2. Direct cost incurred can be identified with _____ .
 - a) each department.
 - b) each unit of output.
 - c) each month.
 - d) each executive.

3. Overhead cost is the total of _____ .
 - a) all indirect costs.
 - b) all direct costs.
 - c) indirect and direct costs.
 - d) all specific costs.

4. Imputed cost is a _____ .
 - a) notional cost.
 - b) real cost.
 - c) normal cost.
 - d) variable cost.

5. Operating costing is suitable for _____ .
 - a) job order business.
 - b) contractors.
 - c) sugar industries.
 - d) Service industries

6. Process costing is suitable for _____ .
 - a) hospitals.
 - b) oil reefing firms.
 - c) transport firms.
 - d) brick laying firms.

7. Cost classification can be done in _____ .
- two ways.
 - three ways.
 - four ways.
 - several ways.
8. Costing refers to the techniques and processes of _____.
- ascertainment of costs.
 - allocation of costs.
 - apportion of costs.
 - distribution of costs. ANSWER: A
9. Cost accounting was developed because of the _____ .
- limitations of the financial accounting.
 - limitations of the management accounting.
 - limitations of the human resource accounting.
 - limitations of the double entry accounting. ANSWER: A
10. Multiple costing is a technique of using two or more costing methods for ascertainment of cost by.
- the same firm.
 - the several firms.
 - the same industry.
 - the several industries.
11. Depreciation of plant and machinery is a part of _____
- factory overhead.
 - selling overhead.
 - distribution overhead.
 - administration overhead.
12. Audit fess is a part of.
- works on cost.
 - selling overhead.
 - distribution overhead.
 - administration overhead.
13. Counting house salary is part of _____ .
- factory overhead.
 - selling overhead.
 - distribution overhead.
 - administration overhead.

14. Factory overhead can be charged on the basis of _____ .
- a) material cost.
 - b) labour cost.
 - c) prime cost.
 - d) direct expenses
15. Office and administrative expenses can be charged on the basis of _____ .
- a) material cost.
 - b) labour cost.
 - c) prime cost.
 - d) factory cost
16. Selling and distribution expenses can be charged on the basis of _____ .
- a) material cost.
 - b) labour cost.
 - c) prime cost.
 - d) factory cost
17. Direct material is a _____ .
- a) fixed cost.
 - b) variable cost.
 - c) semi variable cost.
 - d) semi fixed cost
18. Direct material is a _____ .
- a) manufacturing cost.
 - b) administrative cost.
 - c) selling cost.
 - d) distribution cost
19. The most important element of cost in manufacturing industries is _____ .
- a) material.
 - b) labour.
 - c) direct costs.
 - d) indirect costs
20. Which of the following is considered to be the normal loss of material _____ .
- a) Loss due to accident.
 - b) Pilferage.
 - c) Loss due to breaking the bulk.
 - d) Loss due to careless handling of materials

21. According to which method of pricing issues is close to current economic values ____.

- a) Last In First Out.
- b) First In First Out.
- c) Highest In First Out.
- d) weighted average price

22. Continuous stock taking is a part of _____ .

- a) annual stock taking.
- b) perpetual inventory.
- c) ABC analysis.
- d) VED analysis

23. Which of the following methods of stock control aims at concentrating efforts on selected items of material .

- a) Perpetual inventory system.
- b) Material turnover ratio.
- c) Level setting.
- d) ABC analysis

24. In which of the following methods issues of materials are priced at a predetermined rate _____.

- a) Inflated price method.
- b) Standard price method.
- c) Replacement price method.
- d) Specific price method

25. In which of the following methods issues of materials are priced at the price prevailing at the time of issue ____ .

- a) Inflated price method.
- b) Standard price method.
- c) Replacement price method.
- d) Specific price method

26. In base stock method of pricing the material issues, the term base stock represents the quantity of stock being issued.

- a) stock in balance.
- b) minimum stock.
- c) maximum stock.
- d) re-order level

DR.RAFIQ ZAKARIA CAMPUS-I
MAULANA AZAD COLLEGE OF ARTS, SCIENCE & COMMERCE
DEPARTMENT OF COMMERCE & MANAGEMENT SCIENCE
CLASS: BBA-IV SEM. SUBJECT: ENVIRONMENT AWARENESS-II
(Multiple Choice type Questions)

1. Which of the following is a greenhouse gas?
 - A. Methane
 - B. Oxygen
 - C. Nitrogen
 - D. Hydrogen

2. _____ is used to convert organic pollutants into water vapour and CO₂.
 - A. Electrostatic precipitator
 - B. Flame combustion
 - C. Absorption
 - D. Wet-scrubber

3. _____ are used in electrostatic precipitators.
 - A. Catalysts
 - B. Absorbers
 - C. Electrodes
 - D. Chemicals

4. Biological oxygen demand of _____ is the least.
 - A. sewage
 - B. sea water
 - C. pure water
 - D. polluted water

5. Compounds of _____ cause Minamata disease.
 - A. mercury
 - B. cadmium
 - C. cobalt
 - D. fertilisers

6. Due to eutrophication_____.
 - A. BOD increases
 - B. BOD decreases
 - C. algae are destroyed
 - D. water becomes less harmful

7. _____ is the first step of sewage treatment.
 - A. Precipitation
 - B. Chlorination
 - C. Sedimentation
 - D. Aeration

8. World Environment Day is celebrated every year on _____.
- A. 5th March
 - B. 15th April
 - C. 15th May
 - D. 5th June
9. We and our surroundings together are called...
- A. environment
 - B. atmosphere
 - C. lithosphere
 - D. hydrosphere
10. Which of the following is not an environmental problem ?
- A. Wastage of water
 - B. Conservation of water
 - C. Deforestation
 - D. Land erosion
11. Volcano is _____ source of pollution.
- A. artificial
 - B. natural
 - C. both
 - D. man-made
12. Which rays strike on earth due to depletion of ozone layer ?
- A. Ultraviolet
 - B. Infrared
 - C. Visible light
 - D. Microwaves
13. Which method is used for the removal of sulphur dioxide and ammonia from the polluted air ?
- A. Wet scrubbers
 - B. Absorption
 - C. Gravitational method
 - D. Electrostatic precipitator
14. BOD is _____ in polluted water and _____ in potable water.
- A. more, less
 - B. less, medium
 - C. medium, more
 - D. less, more
15. Which of the following is responsible for acid rain ?
- A. Hydrogen
 - B. Oxygen
 - C. Sulphur dioxide
 - D. Methane

16. Which pollutants are responsible for bronchitis ?

- A. O₂, CO₂
- B. CO, CO₂
- C. SO₂, NO₂
- D. Cl₂, H₂S

17. Which method is used to control pollutants of particulate nature ?

- A. Combustion
- B. Absorption
- C. Electrostatic precipitators
- D. Oxidation pond