

--	--	--	--	--

Time : 1½ Hours

**FIRST-TERM****GENERAL**

Subject Code

**FOUNDATION COURSE**

V	4	2	0	2
---	---	---	---	---

Total No. of Questions : 30 (Printed Pages : 12)

Maximum Marks : 30

- INSTRUCTIONS :**
- (i) The paper contains 30 Multiple Choice Questions.
  - (ii) Answer all questions.
  - (iii) Every question has four choices for its answers (A), (B), (C) and (D) and only one of them is correct answer.
  - (iv) In OMR sheet, for each question number, darken with a ball point pen **ONLY ONE** bubble corresponding to what you consider to be the most appropriate answer, from among the *four* choices.
  - (v) Please note that it is not possible to change the answer once you have filled up the bubble with a ball point pen. Hence sufficient care must be taken while darkening the bubbles.
  - (vi) For each question, you will be awarded **ONE** mark if you have darkened only the bubble corresponding to the correct answer. In all other cases, you will get zero mark. **There is no negative mark.**
  - (vii) Only **one** OMR sheet will be provided.
  - (viii) Do not fold the **OMR** sheet or use white ink.
  - (ix) Use only Black or Blue ball point pen.

1. Choose the term in which the product actually conforms to the design specification ? 1
- (A) Registration
  - (B) Project Report
  - (C) Quality Assurance
  - (D) SWOT Analysis
2. Name the process that decides in advance what to do and how to do ? 1
- (A) Advertising
  - (B) Planning
  - (C) Organising
  - (D) Marketing
3. What is the process of hiring and developing employees so that they become more valuable to the organization, called ? 1
- (A) Manpower Planning
  - (B) Manpower Handling
  - (C) Human Resource Management
  - (D) Human Resource Development
4. Which is an example of monetary reward ? 1
- (A) Treating the employee and his family for dinner
  - (B) Giving extra cash for work well done
  - (C) Improving office environment of the employee
  - (D) Trusting an employee with a highly responsible job



5. Identify the body at which the complaints for goods and services worth Rupees 20 Lakhs and less than Rupees one crore can be filed : 1
- (A) District Forum
  - (B) Supreme Court
  - (C) High Court
  - (D) State Commission
6. Pick out the full form of EFT : 1
- (A) Electric Fund Transfer
  - (B) Economic Fund Transfer
  - (C) Emergency Fund Transfer
  - (D) Electronic Fund Transfer
7. Which stage of registration enables a small business entrepreneur to start with his project on submission of the application to the DIC ? 1
- (A) Permanent Registration
  - (B) Provisional Registration
  - (C) Compulsory Registration
  - (D) Optional Registration
8. What is the difference between current assets and current liabilities called ? 1
- (A) Total costs
  - (B) Cash flow
  - (C) Working capital
  - (D) Total revenues

9. Which is *not* an objective of plant layout ? 1
- (A) Reduces accidents
  - (B) Utilise the available floor space efficiently and effectively
  - (C) Increases the cost of inspection
  - (D) Provides employee safety and health
10. A systematic and periodic process that assesses an individual employee's job performance and productivity in an organisation.
- Identify the technique of Human Resource Development. 1
- (A) Potential development
  - (B) Performance appraisal
  - (C) Career planning
  - (D) Career development
11. The full form of CRM in marketing management is ..... 1
- (A) Customer Relatives Management
  - (B) Customer Relationship Management
  - (C) Customer Requisite Management
  - (D) Customer Redressal Management
12. Which of the following is *not* correct about a website ? 1
- (A) Ease and Simplicity
  - (B) Professionally designed
  - (C) Small File Size
  - (D) Outdated Information and Technology

13. Identify the full form of SWOT Analysis : 1
- (A) Small Weak Organisational Trader
  - (B) Standard World Organisational Traders
  - (C) Strengths Weaknesses Opportunities and Trade
  - (D) Strengths Weaknesses Opportunities and Threats
14. What right enables a consumer to live and work in an environment that is non-threatening for the generation ? 1
- (A) Right to information
  - (B) Right to choice
  - (C) Right to healthy environment
  - (D) Right to redress
15. Name the discount where the deduction made by a manufacturer/wholesaler to a retailer/purchaser on the catalogue price/invoice price : 1
- (A) Cash Discount
  - (B) Trade Discount
  - (C) Quantity Discount
  - (D) Anticipation Discount



16. Identify the responsibility to collect facts available about a product or services and to keep a breast of changes : 1
- (A) Responsibility to gather information
  - (B) Responsibility to think independently
  - (C) Responsibility to be an ethical consumer
  - (D) Responsibility to speak
17. The domain name .gov means ..... 1
- (A) Educational institution
  - (B) Government agencies
  - (C) Commercial business
  - (D) Non-profit organisations
18. Which among these is an example of Current Assets ? 1
- (A) Creditors
  - (B) Bank Balance
  - (C) Drawings
  - (D) Bank Overdraft
19. Name the goods that may be sometimes returned by customers or intermediaries but are fit for selling in the market : 1
- (A) Raw materials
  - (B) Work-in-progress
  - (C) Finished goods
  - (D) Goods for resale

20. From the following statements, what is *true* about a Debit Card ? 1

- (A) Used for making payment
- (B) To avail of credit facilities
- (C) Zero-interest loan for every purchase
- (D) Wide acceptability by merchant establishments

21. Name the area of working capital which includes raw materials, work-in-progress goods, finished goods for resale : 1

- (A) Account Payable
- (B) Inventory
- (C) Account Receivable
- (D) Expenses

22. Identify the purchase situation in which the buyer desires to change the product requirement, cost, terms of purchase and even the dealer : 1

- (A) Straight rebuy
- (B) Modified rebuy
- (C) New task rebuy
- (D) System buying

23. The process of selling of services like telecommunication, travel, health etc. is called as ..... 1
- (A) Marketing of services
  - (B) Marketing mix
  - (C) Market segmentation
  - (D) Marketing management
24. Name the machine used to withdraw cash ..... 1
- (A) Automated Teller Machine
  - (B) Accounting Machine
  - (C) Counting Machine
  - (D) Billing Machine
25. Which of the following reports provides the analytical information about inputs and outputs in relation to a business unit ? 1
- (A) Production Report
  - (B) Quality Report
  - (C) Project Report
  - (D) Financial Report



26. The excess stock which is held when an enterprise tends to overproduce is known as ..... 1
- (A) Demand fluctuation stock
  - (B) Buffer stock
  - (C) Lot delay stock
  - (D) Stock due to overproduction
27. The money owed to suppliers for goods and services that the company has purchased on credit is called ..... 1
- (A) Purchasing
  - (B) Account payable
  - (C) Inventory
  - (D) Account receivable
28. Which one of the following is the permanent working capital ? 1
- (A) Regular Working Capital
  - (B) Seasonal Working Capital
  - (C) Special Working Capital
  - (D) Net Working Capital

29. The type of interest service that allows individuals and organisations to make their websites available to the world wide web is known as ..... 1

- (A) Hosting
- (B) Phone banking
- (C) Mobile banking
- (D) Virtual banking

30. Which of the following is the benefit of Quality Control ? 1

- (A) To allow ease of maintenance
- (B) To reduce accidents
- (C) Higher market share
- (D) Utilise labour effectively