

## 2<sup>nd</sup> PUC Business Studies

### Model Question Paper

Time: 3Hrs and 15 minutes

Maximum marks :100

Instructions to candidates:

1. The question papers contain 5 parts – Part A, Part B, Part C, Part D, and Part E.
2. Part A consists of 4 sections I, II, III and IV.
3. Write the serial number of questions properly given in the question paper while answering
4. Write the correct and complete answer

#### Part-A

#### I Choose the correct answer

5×1=5

1. Management is
  - a) An art
  - b) A science
  - c) Both art and science
  - d) Neither
2. Principles of management are not
  - a) Universal
  - b) Flexible
  - c) Absolute
  - d) Behavior
3. Which of the following is an example for the single use plan?
  - a) Policy
  - b) Procedure
  - c) Budget
  - d) Method
4. A network of social relationship that arise spontaneously due to interaction at work is called
  - a) Formal Organisation
  - b) Informal Organisation
  - c) Decentralisation
  - d) Delegation
5. The settlement cycle in NSI is
  - a) T+5
  - b) T+3
  - c) T+2
  - d) T+1

#### II Fill in the blanks by choosing appropriate word/words from those given in the brackets. 5×1=5

(Recruitment, Effectiveness, Rule, Treasury bill, Financial planning)

6. -----means achieving the goals by completing the given task within the expected time.
7. ----- are specific statements that inform what is to be done.
8. The process of finding possible candidates for a job or a function is known as -----
9. The preparation of a financial blue print of an organizations future operation is called -----
10. ----- is an instrument of short-term borrowing issued by the Reserve Bank of India on behalf of the Government of India.

# Puc Second Commerce Question Papers

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