For better readability, it is preferable that bullet points are:
A. Complete paragraphs
B. Short phrases
C. Page of text
D. Long sentences

When giving a presentation in front of an audience you should do all the following except for:
A. Speak loud and clear
B. Dress professionally
C. Provide handouts if needed
D. Look at your screen and not the audience

Where should you look while presenting?
A. At the board -- that is where the audience is looking
B. In the eyes of random people in your audience
C. At your notes so you get the info correct
D. At the chins of individuals in your audience

Which of these is the best way to establish a proper rapport with audience?
A. Pointing a finger
B. Making eye contact
C. Waving your hands
D. Standing erect

Which of these must be avoided by a speaker during a presentation?
A. Abstract words
B. Short sentences
C. Good pronunciation
D. Steady pace

A finger may be used to _____ while giving a presentation.
A. show over confidence
B. show under confidence
C. inspire
D. appoint

Which of these can be used to break the monotony in a speech?
A. Humour
B. Low voice
C. Constant tone
D. Sad story

Which is not the valid edition of MS PowerPoint?
A. MS PowerPoint 2003
B. MS PowerPoint 2007
C. MS PowerPoint 2010
D. MS PowerPoint 1920

To center the selected text, the shortcut key is _____
A. Ctrl+ C
B. Ctrl+ E
C. Ctrl+ O
D. Ctrl+ U

Special effects used to introduce slides in a presentation are known as?
A. transitions
B. effects
C. custom animations
D. annotations

Which of these is not a step in the preparation of an interview?
A. Analysing yourself
C. Being negative

B.   Identifying your skills   D.   Revising your subject

_____ skills are assessed in an interview.
A.   Listening   C.   Singing
B.   Blabbering   D.   Dancing

Which of the following is not one of the most common mistakes jobseekers make during job interviews?
A.   limp, clammy handshake   C.   lack of interest and enthusiasm
B.   over-emphasis on money   D.   too much knowledge of the company

Which kind of interview includes a process in which the employability of the job applicant is evaluated?
A.   Stress interview   C.   Group interview
B.   Screening interview   D.   Behavioural interview

Interviews are conversations with _____
A.   fun   C.   friendliness
B.   purpose   D.   informality

Which of these qualities are important in a group discussion?
A.   Emotional stability   C.   Ignorance
B.   Hostility   D.   Aggressiveness

Which statement is TRUE?
A.   Topics related to ethical issues are not   C.   It is best to avoid topics that are
     good for group discussions.   controversial when picking group
                                                      discussion topics.

B.   Topics related to ethics generally are   D.   Topics with clear right and wrong
     good for group discussions.   answers are excellent for group
                                                    discussions.

What is the role of the moderator in a focus group?
A.   To stimulate discussion and keep the   C.   To sit away from the group and
     conversation on track   observe their behaviour
B.   To ask leading questions and dominate   D.   To evaluate the group's performance
     the discussion   on a particular task

Which of these details are not mentioned in Minutes of a Meeting?
A.   Venue of the meeting   C.   Name of the chairman
B.   Date of the meeting   D.   Age of the chairman

In which of these people with similar interests contribute with their knowledge?
A.   Seminar   C.   Workshop
B.   Conference   D.   Meeting

The objective of Public Relation is to create:

A. Misunderstanding
B. Publicity

C. Propaganda
D. Knowledge and understanding

In PR, the people you have to do business with like employees, investors, suppliers, customers are called your _____.
A. Community
B. Peers

C. Publics
D. Subordinates

Modern business letters are usually written in:
A. Semi-block style
B. Full-block style

C. Block style
D. Indented style

_____ letter is the reply to complaint.
A. Adjustment
B. An inquiry

C. Collection
D. Sales

Solicited Sales letters are written:
A. In response to an inquiry.
B. To sell a product or service.

C. To persuade buyer to buy a product.
D. To increase marketing of a product.

Collection letter should be:
A. Persuasive
B. Demanding

C. Critical
D. Emotional

In a claim letter, the initial statement should contain:
A. Good news
B. Bad news

C. Mixed news
D. Ambiguous

Which assumption is considered while writing collection letter?
A. Not pay
B. Ignore

C. Pay
D. Delay

Letter refusing adjustment is written when _____.
A. When the third party is at fault
B. The seller is at fault

C. The buyer is at fault
D. When nobody is at fault

_____ is the name of the credit applicant's bank who can supply all necessary information about him to the trader.
A. Bank references
B. Trade references

C. Credit references
D. General references

_____ include investigation of an issue or problem or Calculation of financial ratios of a company.
A. Formal Report
B. Analytical Report

C. Scientific Report
D. Informational Report

Letter reports are of _____ types:

A.	Two	C.	Four
B.	Three	D.	Five

Reports, which show "progress," accomplishments, or activities over time or at a given stage of a major assignment are known as _____.

A.	Periodic Reports	C.	Progress Reports
B.	Conference Reports	D.	Feasibility report

_____ are routine reports prepared at regular time interval-daily, weekly, monthly quarterly or annually.

A.	Periodic Reports	C.	Progress Reports
B.	Formal Reports	D.	Analytical Reports

Another name of a synopsis is:

A.	Report	C.	Abstract
B.	Letter	D.	Text

There are ___ basic parts of a formal report.

A.	Three	C.	Four
B.	Five	D.	Six

Snakes, crocodile, lizards can be generalized as _____

A.	Mammals	C.	Reptiles
B.	Amphibians	D.	Ayes

Which one of the following is NOT a part of a summary?

A.	using your own words	C.	summary being shorter than the text
B.	exact words from the text	D.	including main ideas only

Which of the following statements about SUMMARIZING is TRUE?

A.	The summary is a thought that is true but is not in the passage.	C.	The summary is what the passage is mostly about.
B.	The summary is specific, detailed information contained in the passage.	D.	The summary is always found in the first sentence of the passage.

Read the following passage and choose the best answer.

Lisa knew all the seven dwarfs except one. She remembered Grumpy, Sleepy and Bashful. And of course, she could not forget Doc and Dopey. Dopey was her favourite. But there was one she just could not remember. Let us see. There's also Sneezy, and that is six. But she could not remember that last one. What was his name?

A.	Dopey was Lisa's favourite dwarf	C.	Lisa could not remember the name of one of the dwarfs
B.	There were seven dwarfs in all	D.	Lisa had a good memory

Vidyalankar School of Information Technology
FYBFM
Sem: II
Subject: Business Communication-II
Sample Questions

Which of the following activities play an important role in the economic development of India?
A. Industry
B. Agriculture
C. Forestry
D. Fishing

The major beneficiaries of economic liberalization have been in the _____.
A. Only in villages
B. Only in suborn
C. Cities and villages
D. Cities & town

The space of globalization picked up rapidly in the _____quarter of 20th century.
A. Fourth
B. First
C. Second
D. Third

Of the total value of export from India grow based industries contribute for about _____.
A. 20
B. 30
C. 40
D. 50

Government can use _____barriers to increase or decrease foreign trade.
A. Transportation
B. Communication
C. Trade
D. Connectivity

_____ is challenge for small producer and worker.
A. Privatization
B. Globalization
C. Trade barrier
D. Liberalization

When Indian market started flooding with foreign goods, Indian goods were pushed to _____.
A. First position
B. Second position
C. Third position
D. Forth position

Which of the following is not an advantage of privatization?
A. Reduced financial burden on government
B. It increased the government's administrative responsibility
C. It helped the government to improve the pace of economic development
D. It will eliminate political interference and improve efficiency.

Which of the following industries did not suffer after globalization in India?
A. Automobile
B. Plastic
C. Toys
D. Dairy Products

Which of the following mode of communication provide reliable and cost-effective communication for concise information?
A. Fax
B. SMS
C. Computer
D. Cell phone

Any type of information on any topic is available within fraction of second with the help of _____.
A. E-Mail   C. Internet
B. Fax   D. GPS

Which of the following revolution was responsible for substantial increase in food grain production?
A. White   C. Green
B. Blue   D. Yellow

_____ are those rights without which we cannot live.
A. Human rights   C. Civil rights
B. Political rights   D. Economic rights

The Greeks emphasized on _____ in the concept of human right.
A. reason   C. effect
B. cause   D. Natural law

The first person who developed comprehensive theory of human right was British Philosopher
A. Hobbes   C. Grotius
B. Locke   D. Rousseau

The UDHR was adopted by the General Assembly on 10 December 1948 at its meeting in _____.
A. Paris   C. France
B. London   D. Geneva

Article _____ prohibits the state from discriminating against any individual or group of individuals
A. Article 15   C. Article 17
B. Article 16   D. Article 18

_____ is one of most vital and cherished freedom in a democratic society.
A. Freedom of speech and expression   C. Freedom of Association
B. Freedom of press   D. Freedom of Peaceful Assembly

The enjoyment of the _____ is a necessary condition for the enjoyment of all the other human rights.
A. Right of life   C. Right to equality
B. Right to education   D. Right to environment

The parliament passed _____ in 2005.
A. Right to information   C. Right to privacy
B. Right to vote   D. Right to represent

The primary specialised agency to implement the right to health is _____.

A. World Health Organization
C. International Labour Organization (ILO)
B. UNESCO
D. Red Cross Society

Ecology is study of which of the following disciplines?
A. Biotechnology
C. Bioinformatics
B. Biology
D. Biodiversity

Which of the following factors is not biotic factor?
A. Genes
C. Climate
B. Cells
D. Organisms

Surrounding of the organism is known as _____
A. Ecology
C. History
B. Economy
D. Environment

Human capacity to use natural resources depend upon his _____ development.
A. Economic & technological
C. Geographical & technological
B. Scientific & technological
D. Scientific & Economical

Which of the following is not chemical factor of ecosystem?
A. Water
C. Sunlight
B. Land
D. Climate

Which of the following is not macro consumer components of ecosystem?
A. Decomposers
C. Carnivores
B. Herbivores
D. Omnivores

How many people were expected to live in urban areas in India by 2000 AD.
A. 100 million
C. 300 million
B. 200 million
D. 400 million

The earth Summit II was held in the year _____.
A. 1977
C. 1997
B. 1987
D. 2007

Which of the following is the fund resource?
A. Minerals
C. Water
B. Plants
D. Animals

A good laugh a day will help keep _____away.
A. Motivation
C. Prejudices
B. Stressors
D. Ethics

_____provide an opportunity to change & growth.
A. Challenges
C. Meditation
B. Yoga
D. Both B & C

Family is a _____agents of Socialization.
A. Primary   C. Secondary
B. Economical   D. Tertiary

The Stress and General Adaptation Syndrome (GAS) was developed by _____.
A. Hans Selye   C. Rousseau
B. John Locke   D. Thomas Hobbes

When a stressful situation is perceived as an opportunity that will lead to a good outcome, it is called _____.
A. Distress   C. Eustress
B. Under-stress   D. Hypo-Stress

Thomas Kilmann identified _____ ways of addressing conflict.
A. Two   C. Three
B. Four   D. Five

_____ provides an opportunity for change and growth.
A. Control   C. Challenge
B. Commitment   D. Stressors

_____ requires the individual to choose between alternatives that contain both positive and negative consequences.
A. Avoidance Conflict   C. Approach Conflict
B. Approach-Avoidance Conflict   D. Multiple Approach-Avoidance Conflict

_____ is a baseless and negative attitude towards member of a group.
A. aggression   C. prejudice
B. affection   D. stress

_____ can be defined as the most basic means of settling our differences.
A. Meditation   C. Negotiation
B. Arbitration   D. Accommodation

1) Full form of URL is _____?
   A. Uniform Resource Locator
   B. Uniform Registered Link
   C. Uniform Resource Link
   D. Uniform Registered Link

2) What is LINUX ?
   A. Malware
   B. Operating System
   C. Application Program
   D. Application Program

3) Which operations are performed by RAM ?
   A. Read
   B. Write
   C. Read and Write
   D. Depends on computer

4) Which among following is secondary storage device ?
   A. Hard Disk
   B. RAM
   C. Diode
   D. Se
   E. mi Conductor

5) Random Access Memory (RAM) is which storage of device ?
   A. Primay
   B. Secondary
   C. Ternary
   D. Off line

6) Second generation of computers consist of which of following ?
   A. Vaccum Tubes
   B. Diodes
   C. VLSI Microprocessor
   D. Transistors

7) In banking and railways which computers are used?
   A. Mini Computers
   B. Micro Computers
   C. Main Frames
   D. Super Computers

8) Which type of software is an operating system ?
   A. Utility Software
   B. System Software
   C. Application Software
   D. Firmware Software

9) _____ Memory is temporary or volatile.
   A. RAM
   B. ROM
   C. EEPROM
   D. EPROM

10) _____ Printer is a circular wheel.
   A. Daisy wheel

B.   Laser
C.   Dot Matrix
D.   Ink Jet

11) Which one is not an Input Device?
A. Printer
B. Scanner
C. Keyboard
D. Speaker

12) Which is the latest version of windows?
A) Windows 2007
B) Windows 8.1
C) Windows 2008
D) Windows 10

13) Software which allows user to view the webpage is called as _____.
A. Interpreter
B. Operating System
C. Internet Browser
D. Website

14) Which is not a font style?
A.   Bold
B.   Superscript
C.   Italic
D.   Regular

15) To display Hyperlink fields in a word document, you can press the_____
A.   Ctrl+Shift+F9 Key
B.   Ctrl+Alt Key
C.   Shift + F9
D.   None Of Above

16) The process of removing unwanted part of an image is called___
A.   Hiding
B.   Bordering
C.   Cropping
D.   Cutting

17) Text-styling feature of MS word is___
A.   wordcolor
B.   Wordfont
C.   WordArt
D.   Wordfill

18) We can insert a page number at_____
A.   Header
B.   Footer
C.   Both A and B
D.   None

19) Which item is printed at the bottom of each page
A.   Header
B.   Footer
C.   FootNote
D.   Title

20) What is the intersection of a column and a row on a worksheet called ?
 A. Cell
 B. Row
 C. Column
 D. Address

21) Which function in Excel tells how many numeric entries are there ?
 A) NUM
 B) COUNT
c) SUM
d) CHKNUM

22) The _____ pen is a small input device used to select and display objects on a screen.
 A) Ink
 B) Magnetic
 C) Light
 D) Smart

23) Statistical calculations and preparation of tables and graphs can be done using___
 A. Word
 B. Excel
 C. Powerpoint
 D. Access

24) The ____ feature of MS Excel quickly completes a series of data.
 A. Auto Complete
 B. Auto Fill
 C. File Handle
 D. Sorting

25) In Excel, Rows are labelled as _____
 A. A, B, C, etc
 B. 1,2,3 etc
 C. A1, A2, etc
 D. A1, A2, etc

26) What do you use to create a chart?
 A. Pie Wizard
 B. Excel Wizard
 C. Data Wizard
 D. Chart Wizard

27) How many sheets are there, by default, when we create a new Excel file ?
 A) 1
 B) 3
 C) 5
 D) 10

28) Which one is not a Function in MS Excel ?
 A) SUM()
 B) MAX()
 C) AVG()
 D) +

29) Which of the following is not considered hardware?
 A. Operating system

B. CPU

C. Keyboard

D. Hard disk

30) _____ keys are present on the top row of the keyboard.

A. Function

B. Type writer

C. Numeric

D. Navigation

31) Which one of the following is not a search engine?

a) Windows

b) Bing

c) Google

d) Yahoo

32) Laser printers belong to _____

A) line printer

B) page printer

C) band printer

D) dot matrix printer

33) Which of the following is a service not supported by the operating system?

A. Protection

B. Accounting

C. Compilation

D. I/O Operation

34) Which of the following memories not need refresh?

A. SRAM

B. DRAM

C. ROM

D. PROM

35) Which of the following is a correct format of Email address?

a) name@website@info

b) name@website.info

c) www.nameofebsite.com

d) name.website.com

36) What is a Template in Microsoft Word?

a) A.A template is a long document which contain several subdocuments

b) A template is a structure for a particular type of document

c) A template is a list of Styles and Headings

d) None of above

37) What must be used to control the layering of objects?

A. formatting toolbar

B. picture toolbar

C. drawing toolbar

D. image toolbar

38) To view headers and footers, you must switch to__

A) normal view

B) print layout view

C) print preview mode

D) both B and C

39) Which feature do you use to create a newspaper like document?
   A. Bullets & numbering
   B. Tables
   C. Columns
   D. Tab stop

40) Which would you choose to list Synonyms & Antonyms of a selected word?
   A. Tools, Spelling & Grammar
   B. Tools, Language
   C. Tools, Options
   D. Insert, Cross-reference

41) What is the CPU?
   a) The software of the computer
   b) What makes the computer turns on
   c) The tower
   d) The primary component of a computer that processes instructions

42) What is internet?
   a) A single network
   b) A vast collection of different networks
   c) Interconnection of LAN
   d) Interconnection of WAN

43) Which of the following protocol is used in the internet?
   a) HTTP
   b) DHCP
   c) DNS
   d) DNS, HTTP and DHCP

44) IP stands for_____ in internet terminology.
   a) Internet Provider
   b) Internet Protocol
   c) Internet Procedure
   d) Internet Processor

45) A Web site's front page /main page is called:

   a) Browser Page

   b) Search page

   c) Home Page

   d) Bookmark

46) What kind of website is the intranet?
   a) Public - everyone with Internet access can see it
   b) Internal - only people within the company can see it
   c) Shared - both Primark employees and supppliers can see it
   d) Secure - you need a special password to see it

47) The generation based on VLSI microprocessor.
   a) 1st
   b) 2nd
   c) 3rd
   d) 4th

48) Batch processing was mainly used in this generation.
   a) 1st

b) 2nd
c) 3rd
d) 4th

49) HLL stands for?
a) High Level Language
   b) High Layman's Language
   c) High Level Lesson
   d) High Layman's Lesson

50) Landscape is _____.
   a) A Font Style
   b) Page Orientation
   c) Paper Size
   d) Page Layout

Subject: Financial Accounting II

Sample Questions

Rights issue days can be open for _____days minimum

○ 1

○ 30

○ 60

○ 90

_____are those reserves that are free for distribution of divided

○ Reserve capital

○ Capital redemption reserve

○ Free reserves

○ Dividend equalization reserve

The price paid for the debenture if quoted_____ includes the interest of the expired period

○ Cum interest

○ Ex-interest

○ Premium

○ Discount

The share offered free of cost are called _____shares.

○ Rights

○ Bonus

○ Preferential

○ Priority

The Accounting Standards are issued by_____

○ SEBI

○ RBI

○ ICAI

○ Companies Act

Pro rata allotment of shares means allotment of shares_____

○ Equally amongst the applicants
○ At the discretion of directors
○ To all the applicants in proportion to shares applied
○ To a few selected applicants

Buyback expenses may be treated as _____

○ Revenue expenses
○ Deferred revenue expenses
○ Capital expenses
○ Operating Expenses

Ordinary shares are also called _____

○ Equity shares
○ Founders shares
○ Deferred shares
○ Preference shares

The issue of debentures at par premium discount and redemption at par premium and discuss give _____ combinations

○ Three
○ Six
○ Nine
○ Ten

Dividend declared should be classified as a _____

○ Current asset
○ Current liability
○ Reserve
○ Provision

The company must destroy the certificate of buyback within_____

○ 7 days of completion
○ 10 days of completion

○ 21 days of completion

○ 42 days of completion

A firm's goodwill is not affected by_____

○ Location of the firm

○ The reputation of the Firm

○ Better Customer Service

○ Remuneration to directors

F.M.P. for yield valuation is _____.

○ Future profit

○ Profit that would be available to equity shareholders

○ Past profit

○ Current profit

Goodwill is a/an _____

○ Tangible asset

○ Intangible asset

○ Fictitious Asset

○ Current Asset

The interest up to the date of transaction is paid in addition to the price in case of _____ quotation.

○ Cum interest

○ Ex interest

○ Fixed price

○ General

_____ concept says capital is the liability of business

○ Going Concern

○ Cost

○ Entity

○ Disclosure

Preference shareholders are entitled to dividend at _____ rate

○ Fixed

○ Variable

○ Nil

○ Semi-variable

23.Bonus shares can be issued out of _____

○ General reserve only

○ Dividend equalisation reserves only

○ Workmen compensation reserve only

○ All Free reserves

Fair value of share is equal to _____

○ Intrinsic value only

○ Yield value only

○ Average of intrinsic and yield value

○ Market value

Profit on sale of investment is transferred to _____

○ Profit and loss A/c

○ Investment A/c

○ Capital reserve A/c

○ General Reserve A/c

Issue of shares to the promoters for the services rendered by them is debited to _____

○ Goodwill account

○ Promoters account

○ Cash account

○ Capital Account

Maximum buyback limit in any year is _____% of total paid up equity capital

○ 10

○ 25

○ 30

○ 20

When preference shares are redeemed at a premium, provision for premium amount is made from_____

○ Securities Premium A/c

○ Amount received from issue of new shares

○ Forfeited Shares A/c

○ Re issued shares

A sum equal to nominal value of the shares given for buyback has to be transferred to _____

○ Share premium account

○ Capital redemption reserve account

○ Capital reserve

○ General reserve

Long term investments are shown at _____in the balance sheet

○ Market value

○ Cost

○ Cost or market values whichever is less

○ Historical cost

Financial and inventory management system loaded on computers is _____

○ Software

○ Tally

○ Data

○ Fortran IV

Gross Profit or Gross Loss of revealed by trading Account is transferred to _____

○ Balance Sheet

○ Profit & Loss A/C

○ Manufacturing A/C

○ Profit & Loss Appropriation Account

Liability of a shareholder is limited to ………………… of the shares allotted to him

○ Paid up Value

○ Called up value

○ Face value

○ Reserve Price

Forfeiture of shares results in the reduction of_____

○ Authorised Capital

○ Reserve Capital

○ Fixed Assets

○ Subscribed Capital

A company cannot issue _____

○ Redeemable Equity Shares

○ Redeemable Preference Shares

○ Redeemable Debentures

○ Fully Convertible Debentures

Calculate cost of goods sold from following information: Opening stock 100000 Closing stock 50000 Purchases 150000 Direct wages 50000

○ 200000

○ 250000

○ 100000

○ 150000

A firm earns ₹1,00,000. The normal rate of return is 10%. The assets of the company amounted to ₹11,00,000 and liabilities to ₹1,00,000. Value of goodwill by the capitalization of average actual profit will be_____

○ 200000

○ 10000

○ 50000

○ 100000

A Company issued 50,000 shares of ₹20 each at 5% premium. ₹10 were payable on application and balance on allotment. What will be the allotment amount?

○ ₹5,00,000

○ ₹4,75,000

○ ₹5,50,000

○ ₹5,25,000

A Company invited applications for 1,00,000 shares and it received applications for 1,50,000 shares. Applications for 30,000 shares were rejected and the remaining were allotted shares on prorata basis. How many shares an applicant for 3,000 shares will be allotted ?

○ 2,500 Shares

○ 3,600 Shares

○ 4,500 Shares

○ 2,000 Shares

A Ltd. wants to redeem 5,000, 5% Debentures of ₹100 each at 5% premium. How much amount it must transfer to Debenture Redemption Reserve, if it has already a balance of ₹1,00,000 in Debenture Redemption Reserve Account?

○ ₹4,00,000

○ ₹1,50,000

○ ₹2,00,000

○ ₹2,50,000

X Ltd. purchased a building for ₹60,00,000 payable as 20% in Cash and balance by allotment of 8% debentures of ₹500 each at a premium of 20%. Number of debentures issued will be _____

○ 9,600

○ 8,000

○ 12,000

○ 10,000

Rajashree Ltd. holds 14% debentures of the face value of ` 5,000 in RJ. Ltd. Interest is payable on 30th June and 31st December every year. The debentures were purchased on 1st July, 2019. Accounts are closed on 31st March every year. The accrued interest on 31st March, 2020 was_____

○ 175

○ 525

○ 225

○ 350

Which of the following equation is correct?

○ Gross Profit= Sales Returns + Cost of the goods sold

○ Gross Profit=sales + closing Stocks-opening stock-purchase-wages.

○ Cost of goods sold - goods profit= Sales.

○ Gross Profit= Net Sale + Cost of the goods sold

Bablu Ltd. issued 20.000 equity shares of Rs. 10 each at a premium of 50%. In order to redeem 4,000 Redeemable Preference Shares of Rs. 100 each at premium of 5%. The amount to be transferred to Capital Redemption Reserve Account will be _____

○ Rs. 5,00,000

○ Rs. 5,50,000

○ Rs. 2,00,000

○ Rs. 1,00,000

Find out goodwill by capitalisation method? Average profit is Rs.48,000; Total Assets Rs.14,00,000; Total Liabilities Rs.8,00,000; Expected Rate of Return 6%

○ Rs.2,00,000

○ Rs.3,60,000

○ Rs.8,00,000

○ Rs.1,32,000

FYBFM – Business Statistics – Sample Questions

The graphical representation of a cumulative frequency distribution is called as _____

○ Pie Chart

○ Ogive

○ Bar Diagram

○ Histogram

The perpendicular line from point of intersection of "less than ogive" and "more than ogive" on X-axis gives _____
Weighted Mean
Arithmetic Mean
Mode
Median

When frequencies are plotted against the midpoints of the class intervals and points are joined by line segments, then the graph plotted is called _____

○ Frequency Curve

○ Frequency Polygon

○ Ogive

○ Histogram

If all the observations are not equally important then we should find _____

○ Arithmetic Mean

○ Median

○ Weighted Mean

○ Mode

The class mark of a class interval is _____

○ Addition of "upper class limit" and "lower class limit"

○ Difference between "upper class limit" and "lower class limit"

○ Average of "upper class limit" and "lower class limit"

○ None of these

There can be more than one values of the following average _____

○ Arithmetic Mean

○ Median

○ Weighted Mean

○ Mode

Colour of eyes is an illustration of _____

○ Quantitative characteristic

○ Qualitative characteristic

○ Variable

○ Attribute

Magazines or periodicals are a source of _____

○ Primary data

○ Secondary data

○ Census Survey

○ Variables

_____ is represented using circle

○ Bar diagram

○ Histogram

○ Ogive

○ None of these

_____ is defined as the sum of all the observations in the distribution divided by the number of the observations.

○ Arithmetic Mean

○ Median

○ Mode

○ Variance

Which of the following are not particulars of a useful table _____

○ Title and Table Number

○ Caption and Stub

○ Source Note and Foot Note

○ Frequency Density and Relative Frequency

The average that is affected by sampling fluctuations is _____

○ Mean

○ Mode

○ Weighted Mean

○ Median

Median Means:

○ 4th Decile

○ 50th Decile

○ 6th Octile

○ 50th Percentile

The standard deviation of the data 6, 6, 6, 6, 6 is _____

○ 0

○ 6

○ 5

○ 30

The equation of line of regression of y on x is (y - 5) = 0.8 (x - 4) and the equation of line of regression of x on y is (x - 4) = 0.2 (y - 5) then the value of r is _____

○ 0.8

○ 0.2

○ 0.4

○ 0.6

If the value of the coefficient of variation is less then the consistency of the data is _____

○ Zero

○ Same

○ Less

○ More

If both the regression coefficients are positive, then the correlation coefficient is _____

○ Zero

○ Positive

○ Negative

○ 1

Find the range of distribution. xi 10 20 30 40 50   fi 7 9 12 10 8

○ 10

○ 50

○ 40

○ 7

Which of the following statements is False?_____

○ Variance is rigidly defined

○ Range is used to measure variation

○ Standard Deviation is capable of further algebraic treatment

○ Quartile Deviation depends on extreme observations

The difference between the maximum and the minimum observation of a data set is _____

○ Range

○ Quartile Deviation

○ Mean Deviation

○ Standard Deviation

If x and y are highly correlated then to estimate the value of y for a given value of x we use _____

○ Regression equation of x on y

○ Regression equation of y on x

○ Correlation coefficient

○ Rank correlation coefficient

_____ is independent of "change of origin" and "change of scale".

○ Arithmetic mean

○ Correlation coefficient

○ Regression coefficient of y on x

○ Standard deviation

The missing frequency in the following table of 50 observations is _____

○ 10

○ 25

○ 15

○ None of these

_____ is used to compare the variation in different data.

○ Coefficient of correlation

○ Rank correlation coefficient

○ Coefficient of variation

○ Quartile Deviation

Which measure of Dispersion is the quickest to compute?

○ Range

○ Standard deviation

○ Quartile deviation

○ Mean deviation

Inter-Quartile range includes: _____

○ Middle 50 % of the series

○ First 50 % of the series

○ Last 50 % of the series

○ Last 25 % of the series

The measurement based on all values of the series is: _____.

○ Range

○ Standard deviation

○ Quartile deviation

○ Mean deviation

Quartile Deviation is:

○ Q3 – Q1

○ Q3 + Q1

○ (Q3 - Q1)/2

○ (Q1 – Q3)/2

Correlation coefficient is always:

○ more than 1

○ less than -1

○ more than 0

○ between -1 & 1

The mode for the data 8, 11, 9, 14, 9, 11, 18, 11, 9, 11 is _____
(1.5 Points)

○ 11

○ 9

○ 8

○ 14

We can obtain mode graphically by plotting a _____.

○ Histogram

○ Less than type ogive

○ More than type ogive

○ Frequency Polygon

The construction of cumulative frequency table is useful in determining the _____

○ Mode

○ Median

○ Mean

○ Standard Deviation

The difference between lower and upper limit of a class is called _____

○ Class mark

○ Length of class interval

○ Class limit

○ Midpoint of a class

The mean of ten numbers is 58. If one of the numbers is 40, what is the mean of the other nine?

○ 18

○ 60

○ 162

○ 540

The median of 7, 6, 4, 8, 2, 5, 11 is_____.

○ 6

○ 12

○ 11

○ 4

Which of the following measures is based on all observations _____.

○ Mean Deviation

○ Mode

○ Range

○ Median

The positive square-root of the arithmetic mean of the Square of the deviations of the given observation from their arithmetic mean is called_____

○ Standard Deviation

○ Mean Deviation

○ Quartile deviation

○ Variance

If the observations of a variable X are, -4, -20, -30, -44 and -36, then the value of the range will be_____

○ -48

○ 40

○ -40

○ 48

When the distribution is done into 4 equal parts, each of these points of division is called a _____.

○ Quartiles

○ Deciles

○ Mode

○ Percentiles

The data which are collected originally for the first time are called _____

○ Double Data

○ Revised Data

○ Secondary Data

○ Primary Data

When a circle is divided into sectors it is called a _____.

○ Pie Diagram

○ Bar Diagram

○ Histogram

○ Polygon

The limits for correlation coefficient are _____

○ -1 to +2

○ 0 to 1

○ 1 to 0

○ +1 to -1

The two coefficients of regression have opposite signs _____

○ Correct

○ Incorrect

○ May be

○ Cannot say

To judge the association between demand and price of a product we DO NOT use _____
- Scatter diagram
- Coefficient of variation
- Karl Pearson's product moment correlation coefficient
- Spearman's rank correlation coefficient

When the regression equation of price on demand is used, price is the _____ variable.

○ Independent

○ Discrete

○ Continuous

○ Dependent

In regression, the equation that describes how the response variable (y) is related to the explanatory variable (x) is:_____,

○ correlation model

○ the regression model

○ used to compute the correlation coefficient

○ Multiplication Model

Calculate S.D for 4,5,7,7,8,8,8,9.

○ 4

○ 4.5

○ 1.58

○ 9

Find the range of distribution. xi 10 20 30 40 50 fi 7 9 12 10 8

○ 10

○ 50

○ 40

○ 7

The following measure of dispersion considers the middle 50% of the observations _____

○ Range

○ Quartile Deviation

○ Mean Deviation

○ Standard Deviation

.

Which one is not a measure of Dispersion?

○ Range

○ Interquartile Range

○ Arithmetic Mean

○ Variance

Find the y on x regression equations:- $\bar{x}= 15$, $\bar{y}= 20$, byx= 0.3, bxy= 0.7

○ $Y=0.3X+15.5$

○ $X = 0.7y + 1$

○ $Y=0.3X-15.5$

○ $Y=0.3X+5.5$

If the line is rising from left to right and all the points are on the line than scatter diagram indicates a _____

○ Perfect Positive Correlation

○ Perfect Negative Correlation

○ No Correlation

○ Zero correlation

Which of the following is an absolute measure of dispersion?

○ Coefficient of variation

○ Coefficient of dispersion

○ Standard deviation

○ Coefficient of skewness

ENVIRONMENTAL SCIENCE MCQ SAMPLE QUESTIONS

Q.1	Cultural environment is also known as _____ environment
a.	Physical
b.	Natural
c.	Manmade
d.	Financial
Q. _____ soil are suitable cotton and tobacco	
a.	Black Soil
b.	Alluvial Soil
c.	Red Soil
d.	Brown Soil
Q.3 All ecosystems are made up of _____	
a.	Retail Chain
b.	Block Chain
c.	Food Chain
d.	Non of these
Q.4 _____ consumers feed only on plant eating animals	
a.	Herbivores
b.	De composers
c.	Carnivores
d.	Omnivores
Q.5 _____ is the solid , rocky crust covering entire planet	
a.	Atmosphere
b.	Hydrosphere
c.	Lithosphere
d.	Topography
Q.6 Developed countries mostly _____ goods	
a.	Export
b.	Deport
c.	Import
d.	Manufactures
Q.7 The ____ is composed of all of the water on or near the earth	
a.	Hydrosphere
b.	Atmosphere
c.	Lithosphere
d.	Biosphere

Q.8	_____ are found in most terrestrial climates
a.	Coniferous Biome
b.	Deciduous trees
c.	Grassland Ecosystem
d.	Boreal Forest

Q.9	Practical use and application of knowledge gave rise to
a.	Environment
b.	Government Policy
c.	Technology
d.	Education

Q.10 A commodity is generally considered a natural resource when _____ activities associated with extraction and purification	
a.	Tertiary
b.	Primary
c.	Secondary
d.	None of these

Q.11	Exhaustible Resources are
a.	Once they are used reproduction is not possible
b.	Once they are used reproduction is possible
c.	Once they are used again it is reused
d.	Once they are used some are reproduced some are not

Q.12 The living portion of _____ is best described in terms of feeding levels known as trophic levels	
a.	Social system
b.	Ecosystem
c.	Financial System
d.	Government System

Q.11	_____ is one of the uses of forest
a.	Promote education
b.	Financial Literacy
c.	Ecological balance
d.	Infrastructure development

Q.14 1) Inexhaustible resources are automatically renewable 2) Inexhaustible resources are renewable with efforts of man	
a.	1st statement is right 2nd is wrong
b.	1 st statement is wrong 2nd is right
c.	Both the statement are right
d.	Both the statement are wrong

Unit 3

Q.15 _____ sector directly depends upon the natural environment
a.	Primary
b.	Secondary
c.	Territory
d.	Quarterary
Q.16 _____ is fossilized plant material preserved by burial in sediments and condense .
a.	Stones
b.	Coal
c.	Wood
d.	Cement
Q.17 Overuse of __ water can also lead to depletion of ground water resources
a.	River
b.	Sea
c.	Well
d.	Lake
Q.18 _____ is the one of the cause for Land Degradation.
a.	Power Generation
b.	Deforestation
c.	Demerger
d.	Water Conservation
Q.19 _____ is highly intensive and advanced type of Livestock Farming seen in Europe
a.	Mixed farming
b.	Single farming
c.	Commercial Dairy Farming
d.	Residential farming
Q.20 GAP stands for
a.	Global Action Programme
b.	Global Action Planning
c.	Global Action Public
d.	Global Action Poverty
Q.21 Management is a distinct process consists of
a.	Planning, organizing, activating, Reviewing
b.	Planning, Maintaining, activating, controlling
c.	Planning, organizing, activating, controlling
d.	Planning, organizing, Distributing, controlling

Q.22 Environment Audit refers to_____	
a.	Helps the management of Financial System to asses the effectiveness of its overall environmental management system
b.	Helps the management of a Government to asses the effectiveness of its overall environmental management system
c.	Helps the management of an Industry to asses the effectiveness of its overall environmental management system
d.	Helps the management of Foreign Investors to asses the effectiveness of its overall environmental management system
Q.23 _____ is one of the role of Environment Manager	
a.	Conducting Audit of Financial Statement
b.	Conducting Audit of Balance Sheet
c.	Conducting Audit of energy consumption
d.	Conducting Audit of Food Consumption
Q.24 ISO stands for	
a.	International Organisation for Standardisation
b.	International Organisation for Selection
c.	International Organisation for Systemisation
d.	International Organisation for Segregation
Q.25 _____ is one of the feature of Environment management system	
a.	Training the staff to familiarise them with responsibilities for environment management
b.	Helping Government in policy framing
c.	Helping Investors in Financial Planning
d.	Training Public for Defence in War

HARD QUESTIONS   UNIT 1

Q.26 Among all factors _____ is most fundamental factor of the environment	
a.	Cyclone
b.	Acid Rain
c.	Climate
d.	Forest
Q.27 The countries with stable political condition can develop their domestic and international trade	
a.	I Strongly Agree
b.	I Strongly Disagree
c.	I Agree also Disagree also
d.	Neither Agree Nor Disagree
Q.28 In process of photosynthesis	
a.	Animals converts energy from Sun into food

b.	Human converts energy from Sun into food
c.	Plants converts energy from Sun into food
d.	Plants converts energy from Water into food

Q.29	The _____ condition prevailing n the country affects directly the flow of commerce of that country.
a.	Climate
b.	Social
c.	Political
d.	Ethical

Q.30	a) Colder Water - i) Alaska b) Terrestrial Climates - ii) Polar regions c) Dry Broadleaf forest -iii) Grass lands d) Maintenance process of plants and animals iv) Respiration
a.	a-i , b-ii , c-iii, d-iv
b.	a- ii , b-I, c-iv, d-iii
c.	a-ii , b-iii, c-I, d-iv
d.	a-i , b-iv , c-iii, d-ii

Q.31	Set of integrated food chains or the combination of different food chains is called as _____
a.	Cow web
b.	Spider web
c.	Food web
d.	Water web

Q 32	_____ region includes area of Kutch Gujrat and Rajastan
a.	Trans- Himalayan
b.	Semi- Arid
c.	Western Ghat
d.	Desert Thar

UNIT-2

Q.33	Open Cast Mining refers to _____
a.	Mineral occurring in alluvial deposits are usually recovered by it
b.	When ores lie deep below the surface underground mining methods have to be used
c.	Is the easiest and cheapest way of mining minerals occurring near the surface
d.	By this method we mine coal , salt potash , sulphur and other minerals

Q.34	Water Conservation in Urban areas refers to
a.	Recycling of wastewater and use it for flush in toilets
b.	It emphasis on growing of drought tolerant plants
c.	Water supplied for irrigation must be on rational basis with water quotas

d.	Any surface area from which rain water is collected

Q.35	Resource under pressure refers to
a.	Rapid Increase in Automation
b.	Rapid Increase in Population
c.	Rapid Increase in Banking
d.	Rapid increase in Education system

Q.36	The resources which are occurring every where is known as ___resources
a.	Localized
b.	National
c.	Ubiquitous
d.	Individual

Q.37	A glass house constructed in areas with cold temperatures to grow plants is known as
a.	Global Warming
b.	Acid rain
c.	Green House
d.	Desertification

Q.38	The major reasons for Desertification are
a.	Over Cultivation, Over Grazing , Unskilled Irrigation
b.	Over Cultivation, Over grazing, farming
c.	Over grazing , Over Consumption , Unskilled Irrigtion
d.	Over grazing, , Unskilled Laabour, Farming

Q.39	Plot of Land, House , Skill are examples of _____ resources
a.	Organic
b.	Localized
c.	International
d.	Individual

Unit 3

Q.40	Mixed farming comprises of___
a.	Lumbering and Commercial rearing of live stock
b.	Crop farming and Lumbering
c.	Crop farming and Commercial rearing of live stock
d.	Crop farming and Commercial Business

Q.41	Canals i) crop protection
	      Fertilizers ii) Sea port
	       Wells - iii) resultant reservoirs
	       Dams iv) sea water seeping

a.	a-I, b-ii, c-iii , d-iv

b.	a-ii, b-I, c-iv, d-iii
c.	a-ii, b-iv, c-I, d-iii
d.	a-iv, b-iii, c-ii, d-i
Q.42	Overgrazing leads to
a.	Destruction of Environment
b.	Destruction of Vegetative Cover
c.	Destruction of Water reservoir
d.	Destruction of Desert
Q.43	National Level Environment Management is
a.	Every country must have its country policy for environmental management
b.	Industries must clear its waste before discharging it into water
c.	Need to increase area under forest cover has to be tackled by all countries
d.	Environmental problems are taken to international level

Q.44	_____ is science of deriving information about earth 's land water area
a.	Watershed mapping
b.	Agricultural monitoring
c.	Remote Sensing
d.	GIS
Q.45	Pre Audit refers to _____
a.	Planning of the Audit Programme
b.	Written assessment of the facilities compliance
c.	Meeting with the staff , inspection, checking records
d.	International conference

Principles of Management
Sem -2

A manager is a _____of information.

i.   Leader
ii.   figurehead
iii.   disseminator
iv.   provider

Managerial skills were made popular by_____.

i.   R.L.Katz
ii.   Henri Mintzberg
iii.   Max Weber
iv.   Peter

Esprit de crops was proposed by_____.

i.   Taylor
ii.   Fayol
iii.   Drucker
iv.   Max Weber

Concept of PODSCORB was initiated by_____.

i.   Max Weber
ii.   Luther Gullick
iii.   W.Taylor
iv.   Fayol

MBO is _____ goal setting.

i.   individual
ii.   virtual
iii.   Joint
iv.   Group

Policies are_____ statements.

i.   expressed
ii.   implied
iii.   Telecasted
iv.   Oral

Planning premises are assumptions and_____.

    i.   policies
    ii.   predictions
    iii.   Alternatives
    iv.   Goal

Brainstorming technique was developed by _____.

    i.   Alex F. Hosborn
    ii.   F.W.Taylor
    iii.   Mary P. Follet
    iv.   Henry Fayol

Planning is the _____ function of management.

    i.   elementary
    ii.   primary
    iii.   Secondary
    iv.   Auxillary

_____ plans are meant for the short duration generally for year.

    i. Strategic

    ii. Functional

    iii. Oprational

    iv. High level

Model of leadership based on which aspects of a leader's decision is Vroom and Yetton's contingency?

A. Decision acceptance

B. Decision quality

C. Both of these

D. Motivation

Identify the four main styles of leadership displayed by the manager which identified in Tannenbaum and Schmidt's continuum of possible leadership behaviour:

A. Tells, help, joins and leads

B. Commands, sells, consults and resists

C. Tells, sells, consults and joins

D. Commands, help, joins and leads

Regarding leadership, which statement is false?

A. Leadership does not necessarily take place within a hierarchical structure of an organisation

B. When people operate as leaders their role is always clearly established and defined

C. Not every leader is a manager

D. point A,B, C

Which of the following statements regarding internal forces of motivation is true"

a.They are more important to understand than external forces of motivation.

b.They are less important to understand than external forces of motivation.

c.They are as important as external forces of motivation.

d.They are seldom recognized by managers.

Which of the following is not a process of controlling?

(a) Analyzing deviations

(b) Integrates employees efforts

(c) Taking corrective measures

(d) Setting performance standards