

**Seva Sadan College of Arts, Science and Commerce**  
**Academic Year 2019-2020 Examinations Sept-Oct 2020 (First Half 2020)**

**Sample Questions**

**Class: T.Y.B.Com (Banking & Insurance) Semester VI**

**Subject : Human Resource Management**

Question Name	Option A	Option B	Option C	Option D	Correct Answer
The process of breaking down a job into small tasks is known as .....	work simplification	Job enlargement	Autonomy	Job Design	A
.....is the process of increasing the scope of a job by adding more task to it.	Job Rotation	Job security	Job enlargement	Job task	C
Needs of employees refer to job satisfaction, interest, challenge and .....	Motivation	Achievement	high productivity	human attributes	B
Work practices may be an outcome of .....	Tradition	motion study	abilities	behavioral factors	A
.....is vital for improving performance and correcting errors	Techniques	self esteem	opportunity	Feedback	D
Job Enrichment is also called as .....	Horizontal job loading	Vertical job loading	Scalar job loading	Linear Job loading	B
Self managing teams consist of .....number of members.	11	15	10	20	C
.....is the favorableness or unfavorableness with which employees view their work.	Job Delivery	Job design	Job call	Job satisfaction	D
The freedom to do scheduling of the job is known as .....	Autonomy	Ergonomics	OCB	Job diagnostics survey	A
Job design is affected by a ..... factors	Economical	Technical	Behavioral	Social	C
.....is the upward movement of an employee in the organization's hierarchy.	Promotion	HRP	HRIS	Transfer	A
The name by which modern day manpower inventory is known as .....	Human Resource information	Penal transfer	HRP	lateral shift	A
.....is a lateral shift causing movement of individuals from one position to another	Promotion	Transfer	man power planning	outsourcing	B
HRP is .....in nature.	Behavioral	conservative	Futuristic	Realistic	C
Promotion serves as an .....to employees.	Incentive	motivation	benefits	objective	A
.....is fifth step in HRP process.	Analysis of organizational	Action Planning	estimating power gap	monitoring	B
HRP is .....process.	Lengthy	organised	Time saving	Time consuming	D
.....transfers is to prevent lay offs and stabilize employment.	Production	Verstaility	Shift	Remedial	A

.....is a data base of the current employees working in the organization.	Manpower inventory	HRP	Manpower planning	HRM	A
Work Design is concerned with the ..... of work system in any type of organisation or institution.	Study	Design	Study and design	management	C
Vertical straight dials are better than.....	Horizontal dial	circular dial	inclined dial	vertical dial	B
The aim of Job design is to improve .....	Job satisfaction	Job interview	Job analysis	Job profile	A
..... is not a reason for demotion	Inefficiency	Indiscipline	Administrative conv	Absence of promotiona	D
..... is not an example of transfer.	Displacement transfer	Versatility transfer	Shift transfer	Remedial transfer	A
..... makes the employees ineligible for provident and gratuity benefits	Retirement	Resignation	Dismissal	Discharge	D
<b>Subject : Central Banking</b>					
"-----is the apex bank of the banking sector of an economy.	Central Bank	State Bank	International Bank	Cooperative Bank	A
The Reserve Bank of India was established in ----	1936	1932	1935	1934	D
The RBI was nationalised in the year----	1935	1932	1947	1949	D
The central bank of USA ia called the-----	Reserve Bank of USA	Federal Reserve System	Federal Bank	Bank of USA	B
Forecasting or fixing rate of Inflation is called-----	Inflation targeting	CRR	Exchange rate	Monetary policy	A
Central bank accountability implies that they bear responsibility	Monetary policy actions	Personnel selections	Customer relations	Accout relations	A
Issue of ___is one of the traditional functions of central bank	notes	goods,	services	goods &services	B
Repos are used to inject___ in the market	liquidity	liability	sustainability	reliability	A
Foreign exchange operations are governed by the _____	-FERA	FEMA	NABARD	SIDBI	A
central bank is ___ bank	customers	proprietors	proprietors	owner	C
Public Debt is mobilise during___	deflation	Inflation	Recession	boom	B
During recession time CRR is_____	Increase	decrease	constant	rotation	B
Bank rate is ___credit control weapon	Qualitative	Quantitative	evaluative	devaluative	B
Inflation target at present is	0.04	0.05	0.06	0.07	A
The present governor of the RBI is	Mr. Shashikant Das	Mr Urjit Patel	Mr. N K Singh	Mr. Arvind Subramanian	A
The RBI achieves stability in the foreign exchange market through	Bank rate	Repo and reverse repo	Market stablisation	Marginal standing facility	C
Forecasting or fixing rate of inflation is called	Inflation targeting	Exchange rate targeting	CRR	Monetary policy	A
Repo and reverse repo are	Qualitative	Quantitative	Fiscal	Budgetary	B
Monetary policy in India is framedby	Monetary policy committee	Tandon Committee	Central Government	State Government	A
Inflation and recession are controlled by using	Monetary policy	Fiscal policy	Budgetary policy	Revenue policy	B
Public Debt is refers to the-----of the public	Borrowing	Lending	Overvaluating	Deposit	A
During the ressession increases its	Valuation of asset	Expenditure	Income	Lending	B

What is Bank rate ?	The rate at which commercial banks borrow money from RBI	The rate at which commercial banks lend money to customers	The rate at which commercial banks lend money to RBI	The rate at which committee dicede	B
When did the Government appoint for transfer of stake ?	43926	44011	43977	43922	B
According to which guidelines did the Government pic up the entire SBI shares held by the RBI	National Stock Exchange of Indial	Securities Commission	Financial regulations	Securities and Exchange Board of India ()	B
<b>Subject : Turnaround Management</b>					
_____ takes the prime place in implementing turnaround strategy.	CEO	HR Team	Product Team	Sales Team	A
_____ Style of decision making can also be termed as 'Autocratic Style'.	Analytical	Conceptual	Directive	Behavioural	C
_____ Style of decision making can also be termed as 'Democratic Style'.	Analytical	Conceptual	Directive	Behavioural	D
_____ Style is also called as Participative style of decision making.	Analytical	Conceptual	Directive	Behavioural	D
_____ is the process of influencing people to achieve group objectives.	Staffing	Controlling	Leadership	Budegting	C
_____ is the process of modifying or altering one or more elements of the organization.	Financial Restructuring	Organization Change	Stakeholder Management	Leadership	B
_____ means the act of continuously doing something despite of difficulty or delay in achieving success.	Resilience	Transparency	Collaboration	perseverance	D
Michael Porter in the year _____ outlined a set of 'Generic Strategies' also known as Porter's generic Strategies.	1970	1975	1980	1985	D
"Leadership is the ability of a manager to induce subordinates to work with confidence and Zeal" defined by:	George Terry	Koontz and O'Donnell	Michael Porter	Dubin	B
"Leadership is the activity of influencing people to strive willingly for group objectives" defined by:	George Terry	Koontz and O'Donnell	Michael Porter	Dubin	A
_____ is a link between management and the employees	HR Team	Product Team	Sales team	Finance Team	A
_____ team needs to have technical knowledge along with management skills	HR Team	Product Team	Sales team	Finance Team	B
During the Turnaround process, Product Team has to work with _____ to understand their logistics, procurement etc.	Engineering Team	Marketing Team	Sales team	Supply Chain Team	D

During the Turnaround process, Product Team has to work with _____ to know about market and sales strategies.	Engineering Team	Marketing Team	Sales team	Supply Chain Team	C
_____ Department is the profit Centre.	Finance	Marketing	Sales	Supply Chain	C
A _____ team is a link between the organization and its customers.	Engineering Team	Marketing Team	Sales team	Finance Team	C
_____ team is required to have functional as well as business knowledge.	Engineering Team	Marketing Team	Sales team	Finance Team	D
_____ Skills include the ability to apply unique and creative methods in their way of working.	People	Creativity	Focus	Resilience	B
_____ means the ability to recover quickly from difficulty.	People	Creativity	Focus	Resilience	D
_____ style is considered to be "Careful Decision Makers"	Analytical	Conceptual	Directive	Behavioural	A
_____ Changes can also be called as Corrective Changes.	Planned	Remedial	Unplanned	Incremental	B
Expanding the sales to a new market can be example of _____ Change.	Planned	Developmental	Unplanned	Incremental	B
_____ Changes are the small or minor modifications or improvements within an Organizations.	Planned	Developmental	Unplanned	Incremental	D
_____ Changes are the radical changes in an organization's structure.	Planned	Transformational	Unplanned	Incremental	B
In _____ style the managers are quite broad in their outlook.	Analytical	Conceptual	Directive	Behavioural	B
_____ Management is a strategic process of shifting an organization from Loss-making to Profit-making.	Turnaround	High Level	Middle Level	Low Level	A
Turnaround process cannot be successful without the support and _____ of all the Stakeholders.	Interference	Conversations	Decisions	Collaboration	D
_____ Skills need to have a proper balance between the end results of the project along with focusing on the people aspect.	People	Creativity	Focus	Resilience	C

### Subject : AUDITING

1. Cost Auditor is appointed by _____	Board of Directors	Shareholders	Managing Director	Audit Committee	A
2. Cost Auditor's disqualification is ascertained by _____	Managing Director	Audit Committee	Board of Directors	Shareholders	B
3. Tax Audit Report has to be submitted to _____	Government	Company	MCA	ICAI	B
4. Turnover limit for Tax Audit is _____	1 Crore	400000	2500000	5 Crore	A
5. Tax Audit report has to be submitted in form, _____	6B	3B	3C	3AB	A
6. Oral Management Audit Report is called as	Flash Report	Emergency Report	Urgent Report	Quick Report	A

7. Operational Audit is _____	Internal Audit	Statutory Audit	Final audit	Review of operations of an organisation	B
8. The objectives of HR Audit is to _____	Urgent Report	Evaluate Performance of HR people	Cost Audit	Social Audit	A
9. Element of IT audit include _____	Software Review	Cost benefit review	Pollution control review	Peer review	A
10. A person of similar standing is called _____	Peer	Boss	Industrailist	Subordinate	A
11. Peer review report should include _____	Professional skill	Cordinator	Software Review	Industrial	A
12 AIS results in simplification of _____	Double Entry system	Energy survey	Social Review	Testing	A
13. Accounting with computers is called as _____	EDP	Computer Accounting	Trail Balance	Planning	A
14 In EDP environment data is stored on _____ -	Tapes & Floppies	Trail balance	programmes	Test packs	A
15. Audit software is one of _____	CAAT	Machinery	Tapes	Errors	A
16. Audit of computerised accounts includes the risk of _____	Frauds	Testing	Performances	Attitude	B
17. Under Accounting information system, double Entry system has become _____	Balanced	Automatic	Fraud	Planning	B
18. Technique used in conducting auditing procedure is called _____	Errors	Test data	Automatic	Balanced	A
19. Scope of Management audit is _____	Comprehensive	Complicated	Voluntary	Identified	A
20. HR audit identifies _____ needs of employees	Training	Flash Report	Attitude	Apperances	B
21. Cost Auditor must be member of _____	AGM	ICWAI	Shareholders	Stakeholders	A
22. _____ audit creates awareness of energy use and cost	Energy	Finance	Data	Social audit	A
23. Knowledge of legal environment is need of _____ audit	Forensic	Employee	Peer	Boss	A
24. Certificate of practice is must for _____	Cost Auditor	Staff	Competitor	Supplier	B
25. Interim Wrriten report is submitted to the management _____ submission of final report	After	Before	Annually	Any time	A