

MODEL QUESTION PAPER
BUSINESS ADMINISTRATION
STD XII

MAX. MARKS: 50

DURATION: 2 HOURS.

INSTRUCTIONS: 1. all questions are compulsory.

2. Figures to the right indicate full marks.

3. Answer each question on a fresh page.

4. Write question numbers and sub-question no. correctly.

Q.No.1. A. Answer in a sentence:- 1 mark.

State any two external sources of recruitment.

B. Answer in a sentence:- 1 mark.

What is Human Resource Management?

C. Explain any three steps considered in scientific selection of employee. 3 marks.

D. State and explain the need of consultancy services in India. 5 marks.

Q.NO.2.A. Answer in a sentence:- 1mark.

What is Public Finance?

B. Choose the correct alternative and complete the sentence:- 1 mark.

The process of searching for and obtaining application for job from among whom the right people can be selected is -----

1. Promotion

2. Retirement.

3. Recruitment.

4. Absenteeism.

- C. Explain any three characteristics of Human Resource Management. 3 marks.
- D. Explain any five sources of information in government agencies. 5 marks.

OR

Explain five points to be considered while planning a tour.

- Q.NO. 3. Answer in a sentence. 1 mark.

What is e-commerce.?

- B. Answer in a sentence: 1 mark.

What is Advertising?

- C. State and explain any three strategies for e-Governance in India. 3 marks.
- D. Explain any five principles of price fixing of a product. 5 marks.

OR

How will you eliminate the risk involved in Sales business?

- Q.NO.4.A. Answer in a word or a phrase:- 1 mark.

A permanent separation of a worker from work.

- B:-State any two objectives of Store-Keeping. 2 mark.
- C. Explain any two principles of Public Expenditure. 2 marks.
- D. State any two e-Governance services of Directorate of animal Husbandry and
Veterinary services given by government of Goa. 2 marks.
- E. State and explain any three features of e-commerce. 3 marks.

- Q.NO.5.A. Choose the correct alternative and complete the sentence:- 1 mark

The process of distribution of goods from producers to ultimate users is

Called -----

1. Production Management.
2. Personnel Management.

3. Marketing Management.

4. Sales Management.

B. State and explain any two broad classification of Tour Operator according to their functions. 2 marks

C. Explain in short Government to Government model. (G to G) 2 marks

D. State the e-Governance services available under Directorate of Agriculture in Goa. 2 marks.

E. Explain any three determinants of Supply. 3 marks.