
COMMERCIAL STUDIES

(Two Hours)

Answers to this Paper must be written on the paper provided separately.

*You will **not** be allowed to write during the first 15 minutes.*

This time is to be spent in reading the question paper.

The time given at the head of this Paper is the time allowed for writing the answers.

Attempt all questions from Section A and any four questions from Section B.

The intended marks for questions or parts of questions are given in brackets [].

SECTION A (40 Marks)

Attempt all questions from this Section

Question 1.

Distinguish between:

- (a) Advertising and Publicity [2]
- (b) Capital and Revenue expenditure [2]
- (c) Equity shares and Preference shares [2]
- (d) Internal and External Stakeholders [2]
- (e) Central Bank and Commercial Bank [2]

Question 2.

- (a) What is *E-tailing*? [2]
- (b) What are *Fixed Costs*? [2]
- (c) What is a *Budget*? [2]
- (d) Briefly explain *Provident Fund*. [2]
- (e) State *two advantages of internal recruitment*. [2]

This paper consists of 4 printed pages.

Question 3.

- (a) State *two advantages* of *Campus Recruitment* as an external source of recruitment. [2]
- (b) What do you *mean* by *E-security*? [2]
- (c) What is *meant* by *Industrial Relations*? [2]
- (d) Briefly *explain* the principle of *Utmost good faith of insurance*. [2]
- (e) '*The Central Bank is a banker's bank.*' *Explain* in brief. [2]

Question 4.

- (a) Briefly *explain any two types of Selection tests*. [2]
- (b) What are *Bonded Warehouses*? [2]
- (c) What do you mean by *Insurance*? [2]
- (d) State *any two features* of the *Consumer Protection Act*. [2]
- (e) *Explain* in brief *Credit Card Fraud*. [2]

SECTION B (40 Marks)

Attempt any four questions from this Section

Question 5.

- (a) Explain *any five objectives of Marketing*. [5]
- (b) What is *ERP*? Explain *any three modules* of the *ERP System*. [5]

Question 6.

- (a) State *any five expectations of employees* from a business organization. [5]
- (b) Describe *any five utilities of a budget*. [5]

Question 7.

- (a) Explain *any five merits of road transport*. [5]
- (b) Explain:
- (i) ATM
- (ii) Debentures

Question 8.

- (a) Explain *any five features of the Environment Protection Act*. [5]
- (b) Briefly, explain *any five benefits of advertising to producers*. [5]

Question 9.

- (a) What are the various ways by which *consumers* are *exploited*? [5]
- (b) Explain:
- (i) NEFT
- (ii) RTGS

Question 10.

From the following Trial Balance of A. B. Chandra as on 31st December, 2019. [10]

Trial Balance of A. B. Chandra
as on 31-12-2019

Particulars	Amount (Dr.)	Particulars	Amount (Cr.)
Cash in Hand	2,000	Discount Received	750
Drawings	2,800	Capital	40,000
Opening Stock (01/01/2018)	4,000	Purchases Returns	1,250
Wages	2,000	Sales	83,000
Cash at Bank	3,500	Creditors	15,000
Insurance	700	Bank Loan	10,000
Trade Expenses	1,200		
Furniture	20,000		
Buildings	61,000		
Salaries	5,000		
Discount Allowed	750		
Sales Returns	3,000		
Purchases	31,250		
Debtors	10,000		
Telephone Charges	1,000		
Bills Receivable	1,800		
Total	1,50,000		1,50,000

The closing stock was valued at ₹ 12,000.

You are required to prepare a Trading Account and a Profit and Loss Account for the year ending 31st December, 2019 and a Balance Sheet as on 31st December, 2019.