

- (xii) As per the Companies Act 1956, how frequently should a Company hold Board Meetings in a year?
- (xiii) State any two limitations of visual communication.
- (xiv) Give any two advantages of using post boxes/post bags while receiving mail through a Post Office.
- (xv) With reference of postal remittances, expand the following:
- (a) T.M.O. (b) V.P.P.

PART II

Answer any five questions

Question 2

- (a) What is meant by *piece rate system* of wage payment? State and justify two distinct situations where its use is advisable. [6]
- (b) Explain any four differences between Halsey and Rowan plans of wage incentive. [8]

Question 3

- (a) Explain any three advantages and any three disadvantages of "merit based promotion." [6]
- (b) Discuss any four purposes of conducting staff appraisal. [6]

Question 4

- (a) Define *motivation*. Differentiate between monetary and non-monetary factors affecting motivation. [8]
- (b) Discuss the *hierarchy of needs* as given by Maslow. [6]

Question 5

- (a) Write short note on *Internal Communication* in an organization. [8]
- (b) 'Oral communication is an unreliable yet popular method of Communication.' Discuss. [8]

Question 6

- (a) Why are tests conducted in a selection procedure? State any two advantages and any two limitations of such tests. [6]
- (b) With the help of suitable example, explain the following: [6]
- (a) Bar graph. (b) Pie diagram

Question 7

- (a) What are *formal motions*? Explain any two types of formal motions. [8]
- (b) Give two points of distinction between each of the following: [6]
- (i) *Ordinary Resolution* and *Special Resolution*.
- (ii) *Annual General Meetings* and *Extra Ordinary General Meeting*.
- (iii) *Private Report* and *Public Report*. [8]
- (iv) *Statutory Report* and *Non-Statutory Report*.

Question 8

- (a) A Write short notes on: [6]
- (i) Under Certificate of Posting (ii) Franking Machine.
- (b) A consignment of 1000 bed-sheets received by your organization has the following defects: [8]
- 200 bed-sheets are of the colour not ordered.
 - 60 bed-sheets have defective weaving.

In the light of these defects, Write a letter of complaint to the supplier, M/s A. B. C. Ltd.

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book includes an overview of future challenges and risks including climate change water shortages and problems of Saudi identity and social dispersion *PGT Commerce Chapter-wise Question Bank - Unit 5: Business Studies & International Business* Dheeraj Kumar Singh, *Marketing in Context* Chris Hackley, 2013-11-14 The best marketing doesn't just focus on the individual psychology of the consumer it operates at a cultural level It frames choices so that the consumer isn't aware their buying decisions are being influenced Hackley shows how marketing must set the scene and identify the broader cultural context to successfully influence consumers

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