

5thsem/VST(CIVIL)/2022(W)

[Theory-1]

Time: 3 Hours . . Full Marks:- 80

Answer any five questions including Q. No. 1 & 2

The figures in the right-hand margin indicate marks.

1. Answer All the questions: (2x10)

- (a) Define Business
- (b) What do you mean by Administration?
- (c) State the minimum membership required for forming a co-operative form of business.
- (d) What do you mean by Posting?
- (e) Why Stores Ledger is maintained?
- (f) State the formula for calculation of Break-Event Point.
- (g) State two causes of industrial sickness (h) What is the necessity of training? (i) What do you mean by recruitment?
- (J) State one principle of Scientific Management ?

2 Answer any six questions. (5x6)

- (a) State and explain five qualities of a good entrepreneur,
  - (b) Explain briefly the features of Joint Stock Company.
  - (c) What is project report? Explain contents of project report.
  - (d) Explain components of working capital
  - (e) Find out the break-even point in units from the following information Fixed Cost Rs. 20,000: Variable Cost ( Rs 40- per unit, Selling price (a Rs. 120/- per unit.
  - (f) State the meaning of Recruitment and Selection. Explain various sources of recruitment. (g) State and explain various provisions relating to health of workers under Indian Factories Act.
- Answer any three questions: [3-10

3. Explain role of an entrepreneur in economic development of a country like India.

[10] 4. What is Cost Sheet ? Prepare a cost sheet from the following information [10

Direct Material	5,000	office Expenses	1,000
Electricity Charges	2,000	Sales Manager Salary	3,000
Telephone Charges	1,000	Direct Expenses	2,000
Direct Labour	6,000	Delivery Van Expense	1,000
Factory Rent	2,000	Factory Manager Salary	2,000
officemanager Salary	1,000		

5. What do you mean by Human Resource Management? Why is Human Resource Management needed and important ? Explain in 1 detail the need of Performance Appraisal [10 6. What is Industrial Sickness? Explain various measures which are important in reducing industrial sickness [10

7. Define advertisement. Explain various medias of advertisement. [10