

Smt. MMK College of Commerce & Economics, Bandra (W)
SYJC First Unit Test
Sub : Secretarial Practice

Date : 29/08/18

Time : 1 Hour

Marks: 25

Q.1. Select the proper option from the options given below and rewrite the sentence: (5)

1. If a share of Rs. 100/- is issued at Rs. 110/-, it is said to be issued at _____ .
a) Par b) Premium c) Profit
2. Big retail stores requires large amount of _____ capital.
a) Fixed b) Working c) Loan
3. _____ is a scheme under which company offers certain shares from new issue to the whole time directors, officers, or employees of the company.
a) Initial Public Offer b) Right Issue c) Employee Stock Option Scheme
- 4) _____ means offering the shares to the public for the first time by a newly registered company.
a) Private Placement b) Initial Public Offer c) Bonus Issue
- 5) A Depository receipt traded in all the countries except USA is called _____ .
a) Global Depository Receipt b) American Depository Receipt c) Fixed Deposit Receipt

Q.2. Distinguish between : (Any One) (5)

- 1) Fixed Capital & Working Capital.
- 2) Shareholder & Debentureholder.

Q.3. Write Short Notes on : (Any One) (5)

- 1) External Factors influencing capital structure .
- 2) Statutory conditions of a valid allotment of shares.

Q.4. Answer any one of the following : (10)

- (1) Define Equity Shares. Explain its features.
- (2) Define Debentures . Explain types of debentures.

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