

Roll No.-----

प्रश्नपुस्तिका क्रमांक
Question Booklet No.

256335

O.M.R. Serial No.

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BBA (Second Semester) Examination, 2024-25
(NEP)

F010201T – A : ORGANISATIONAL BEHAVIOR

F010201T – B : BUSINESS FINANCE

K-719

Paper Code							
F	0	1	0	2	0	1	T

(To be filled in the
OMR Sheet)

प्रश्नपुस्तिका सीरीज
Question Booklet Series

C

Time : 1:30 Hours]

[Maximum Marks-75

Instructions to the Examinee :

1. Do not open the booklet unless you are asked to do so.
2. The booklet contains 100 questions. Examinee is required to answer 75 questions in the OMR Answer-Sheet provided and not in the question booklet. Booklet is in two Section : **Section-A** (1-50) & **Section-B** (51-100). Candidate should select 37 and 38 questions respectively from both Sections. All questions carry equal marks.
3. Examine the Booklet and the OMR Answer-Sheet very carefully before you proceed. Faulty question booklet due to missing or duplicate pages/questions or having any other discrepancy should be got immediately replaced.

(Remaining instructions on the last page)

परीक्षार्थियों के लिए निर्देश :

1. प्रश्न-पुस्तिका को तब तक न खोलें जब तक आपसे कहा न जाए।
2. प्रश्न-पुस्तिका में 100 प्रश्न हैं। परीक्षार्थी को 75 प्रश्नों को केवल दी गई OMR आन्सर-शीट पर ही हल करना है, प्रश्न-पुस्तिका पर नहीं। प्रश्न-पुस्तिका दो खण्डों : खण्ड-अ (1-50) तथा खण्ड-ब (51-100) में है। परीक्षार्थी को प्रत्येक खण्ड से क्रमशः 37 और 38 प्रश्न करने हैं। सभी प्रश्नों के अंक समान हैं।
3. प्रश्नों के उत्तर अंकित करने से पूर्व प्रश्न-पुस्तिका तथा OMR आन्सर-शीट को सावधानीपूर्वक देख लें। दोषपूर्ण प्रश्न-पुस्तिका जिसमें कुछ भाग छपने से छूट गए हों या प्रश्न एक से अधिक बार छप गए हो या उसमें किसी अन्य प्रकार की कमी हो, तो उसे तुरन्त बदल लें।

(शेष निर्देश अन्तिम पृष्ठ पर)

SECTION-A : ORGANISATIONAL BEHAVIOR

1. Feedback in communication is :
 - (A) A type of noise
 - (B) A one-way message
 - (C) A response from the receiver
 - (D) Unnecessary in formal settings
2. Interpersonal skills are essential for :
 - (A) Individual task completion only
 - (B) Building and maintaining positive relationships
 - (C) Avoiding all social interactions
 - (D) Maximizing personal gain at others expense.
3. Trust in interpersonal relationships is built through:
 - (A) Consistent dishonesty
 - (B) Reliable and honest behavior
 - (C) Withholding information
 - (D) Breaking commitments
4. Conflict in interpersonal relationships can be :
 - (A) Always detrimental to organizational success
 - (B) A normal part of interactions and can be constructive
 - (C) Completely avoidable in professional settings
 - (D) Only resolved through authoritative intervention
5. Interpersonal behavior in organizations primarily refers to :
 - (A) Individual productivity levels
 - (B) Interactions and relationships between individuals
 - (C) Financial management strategies
 - (D) Technological advancements

6. Positive interpersonal behavior in an organization leads to :
- (A) More resignations
 - (B) Greater conflicts
 - (C) Improved teamwork and productivity
 - (D) Reduced morale
7. Which of the following improves interpersonal relationships in the workplace ?
- (A) Withholding information
 - (B) Blaming other
 - (C) Empathy and openness
 - (D) Avoiding responsibilities
8. The Johari Window is a model used to understand :
- (A) Decision-making
 - (B) Interpersonal behavior and self-awareness
 - (C) Organizational structure
 - (D) Personality disorders
9. Emotional intelligence helps in :
- (A) Managing machines better
 - (B) Controlling subordinates only
 - (C) Understanding and managing emotions in relationships
 - (D) Ignoring interpersonal problems
10. A person who expresses their opinions honestly and respects others in demonstrating :
- (A) Passive behavior
 - (B) Assertive behavior
 - (C) Dominant behavior
 - (D) Aggressive behavior

11. Which interpersonal style focuses on one's own needs and ignores others ?
- (A) Assertive
 - (B) Aggressive
 - (C) Passive
 - (D) Cooperative
12. The process of exchanging information between individuals is called :
- (A) Listening
 - (B) Communication
 - (C) Conflict
 - (D) Feedback
13. Which of the following is considered the foundation of effective interpersonal relationships ?
- (A) Conflict
 - (B) Status
 - (C) Trust
 - (D) Power
14. Interpersonal behavior refers to :
- (A) Behavior towards machines and systems
 - (B) Behavior between individuals in a social setting
 - (C) Personal emotions
 - (D) Organizational goals
15. Expectancy in Vroom's theory means :
- (A) The desire for rewards
 - (B) The perceived probability that effort leads to performance
 - (C) The outcome of the job
 - (D) The satisfaction from results

16. Vroom's Expectancy theory is a :

- (A) Content theory
- (B) Process theory
- (C) Reinforcement theory
- (D) Behavioral theory

17. Herzberg classified factors into :

- (A) Basic and advanced
- (B) Financial and non-financial
- (C) Motivators and hygiene factors
- (D) Internal and external

18. Which of the following is a motivator in Herzberg's theory ?

- (A) Salary
- (B) Company policy
- (C) Achievement
- (D) Working conditions

19. Who proposed Theory X and Theory Y ?

- (A) Maslow
- (B) Herzberg
- (C) Douglas McGregor
- (D) Victor Vroom

20. Theory X assumes that employees are :

- (A) Self-motivated
- (B) lazy and avoid responsibility
- (C) Creative and responsible
- (D) Always enthusiastic

21. According to Maslow, after physiological and safety needs are fulfilled, the next level is :
- (A) Esteem
 - (B) Belongingness
 - (C) Self-actualization
 - (D) Survival
22. The highest level in Maslow's hierarchy is :
- (A) Esteem
 - (B) Safety
 - (C) Self-actualization
 - (D) Belongingness
23. Motivation is defined as :
- (A) The external pressure to complete a task
 - (B) A temporary emotional feeling
 - (C) The process that initiates, guides, and sustains goal-directed behavior
 - (D) A personal weakness
24. The process of associating a neutral stimulus with an unconditioned stimulus is part of :
- (A) Operant Conditioning
 - (B) Classical Conditioning
 - (C) Social Learning
 - (D) Reinforcement Theory
25. Negative reinforcement involves :
- (A) Giving punishment to stop behavior
 - (B) Taking away something unpleasant to encourage behavior
 - (C) Ignoring all behavior
 - (D) Adding an unpleasant consequence

26. The psychologist associated with Operant Conditioning is :
- (A) Pavlov
 - (B) Skinner
 - (C) Bandura
 - (D) Maslow
27. Who developed the concept of classical conditioning ?
- (A) B.F. Skinner
 - (B) Ivan Pavlov
 - (C) Albert Bandura
 - (D) Sigmund Freud
28. Which of the following statements about perception is true ?
- (A) Perception is the same for everyone
 - (B) Perception is subjective and differs from person to person
 - (C) Perception is purely based on facts
 - (D) Perception does not influence workplace behavior
29. Stereotyping occurs when :
- (A) People evaluate others based on past experiences
 - (B) Individuals ignore all information that contradicts their beliefs
 - (C) A person is judged based on their group membership rather than individual characteristics
 - (D) A person is given feedback about their performance
30. The process of perception involves which of the following steps ?
- (A) Selection, Organization, Interpretation
 - (B) Listening, Speaking, Writing
 - (C) Motivation, Leadership, Communication
 - (D) Thinking, Decision-making, problem-solving

31. Perception in Organizational Behavior refers to :
- (A) the process by which individuals interpret and make sense of their environment
 - (B) The way people physically see objects
 - (C) The ability to memorize facts and figures
 - (D) The communication process in an organization
32. A person who believes they control their own fate has :
- (A) An External Locus of Control
 - (B) An Internal Locus of Control
 - (C) A Neurotic Personality
 - (D) A Low Self-Esteem
33. A person who prefers solitude, avoids social interactions, and enjoys deep thinking is likely to be :
- (A) An Extrovert
 - (B) An Introvert
 - (C) A Neurotic
 - (D) A Type A personality
34. Which of the following personality types is characterized by being highly competitive, aggressive, and time-conscious ?
- (A) Type A personality
 - (B) Type B personality
 - (C) Introverted personality
 - (D) Emotionally stable personality
35. A person who is imaginative, curious, and open to new experiences scores high on which Big Five trait ?
- (A) Conscientiousness
 - (B) Openness to Experience
 - (C) Agreeableness
 - (D) Neuroticism

36. The "Big Five" personality traits are also known as :
- (A) OCEAN model
 - (B) HEXACO model
 - (C) Emotional intelligence model
 - (D) Personality disorder model
37. The hereditary factors affecting personality include :
- (A) Social norms and education
 - (B) Physical stature, facial attractiveness, and temperament
 - (C) Organizational structure and policies
 - (D) Cultural traditions and moral values
38. Which of the following is NOT a key factor influencing individual behavior ?
- (A) Intelligence
 - (B) Personality
 - (C) Economic policies of the government
 - (D) Perception
39. Organizational goals are essential because they :
- (A) Create unnecessary bureaucracy
 - (B) Provide direction and purpose
 - (C) Limit employee autonomy
 - (D) Increase organizational conflict
40. Cultural diversity in the workplace refers to :
- (A) Hiring employees from the same cultural background
 - (B) Differences in race, ethnicity, gender, and nationality among employees
 - (C) Reducing diversity to maintain uniformity
 - (D) Eliminating cultural differences

41. In which OB model do employees obey management because of fear and dependence ?
- (A) Autocratic Model
 - (B) Custodial Model
 - (C) Supportive Model
 - (D) Collegial Model
42. Organizational goals refer to :
- (A) The personal aspirations of employees
 - (B) The objectives and targets set by an organization
 - (C) Government-imposed restrictions
 - (D) The random activities within a company
43. Fostering innovation and creativity is a significant opportunity for OB through :
- (A) Discouraging diverse perspectives
 - (B) Promoting a culture of conformity
 - (C) Leveraging diverse perspectives
 - (D) Reducing employee autonomy
44. How does Artificial Intelligence (AI) impact OB ?
- (A) It helps in decision-making and automating repetitive tasks
 - (B) It reduces the importance of employee motivation
 - (C) It eliminates the need for human skills
 - (D) It makes organizations dependent on manual labour
45. Globalization presents which of the following challenges for OB ?
- (A) Managing a multicultural workforce
 - (B) Decreasing employee engagement
 - (C) Eliminating job opportunities
 - (D) Reducing the need for teamwork

46. Which model of OB believes that employees should be treated as partners ?
- (A) Autocratic Model
 - (B) Custodial Model
 - (C) Collegial Model
 - (D) None of the above
47. OB is a/an _____ field of study.
- (A) Independent
 - (B) Multidisciplinary
 - (C) Technological
 - (D) Political
48. OB helps managers to :
- (A) Only focus on financial data
 - (B) Improve interpersonal skills
 - (C) Ignore employee emotions
 - (D) Only focus on technological advancement
49. Which of the following is a key element in the scope of OB ?
- (A) Accounting principles
 - (B) Marketing strategies
 - (C) Leadership and communication
 - (D) Supply chain management
50. What is the primary goal of OB ?
- (A) To increase profits
 - (B) To understand, predict, and influence behavior within organizations
 - (C) To minimize costs
 - (D) To maximize production

SECTION-B : BUSINESS FINANCE

51. The aggressive approach to financing current assets relies on:
- (A) Long-term debt
 - (B) Short-term debt
 - (C) Equity financing
 - (D) Retained earnings
52. A firm's trade credit terms are 3/15, net 45. The annualized cost of forgoing the discount is closest to:
- (A) 12%
 - (B) 27.8%
 - (C) 36%
 - (D) 55.6%
53. A firm's sales are Rs. 20,00,000, and inventory turnover is 5. If working capital is Rs. 5,00,000, average inventory is:
- (A) Rs. 2,00,000
 - (B) Rs. 5,00,000
 - (C) Rs. 4,00,000
 - (D) Rs. 6,00,000
54. Which financial ratio measures operational efficiency?
- (A) Debt-Equity Ratio
 - (B) Gross Profit Margin
 - (C) Current Ratio
 - (D) Return on Assets
55. A firm's cash conversion cycle is reduced by:
- (A) Increasing inventory turnover
 - (B) Extending credit terms
 - (C) Delaying supplier payments
 - (D) Increasing receivables

56. A Firm's current ratio is 2.0, and quick ratio is 1.2. If current liabilities are Rs. 5,00,000, inventory is:
- (A) Rs. 2,00,000
 - (B) Rs. 4,00,000
 - (C) Rs. 6,00,000
 - (D) Rs. 8,00,000
57. A firm's operating cycle is 120 days, and it finances 50% with short-term debt at 10% interest. For Rs. 10,00,000 in working capital, annual interest cost is:
- (A) Rs. 50,000
 - (B) Rs. 25,000
 - (C) Rs. 75,000
 - (D) Rs. 1,00,000
58. A firm's receivables turnover is 8, and sales are Rs. 48,00,000. Average receivables are:
- (A) Rs. 4,00,000
 - (B) Rs. 6,00,000
 - (C) Rs. 8,00,000
 - (D) Rs. 12,00,000
59. A firm's annual report shows total assets of Rs. 40,00,000, equity of Rs. 25,00,000, and net income of Rs. 5,00,000. ROE is:
- (A) 12.5%
 - (B) 20.0%
 - (C) 25.0%
 - (D) 30.0%
60. A firm uses aggressive financing, with 70% short-term debt for current assets. If interest rates rise, it faces:
- (A) Lower costs
 - (B) Higher liquidity
 - (C) Increased risk
 - (D) Stable financing

61. A firm's debt-equity ratio is 0.4, and return on equity is 12%. If assets are Rs. 25,00,000, net income is:
- (A) Rs. 1,50,000
 - (B) Rs. 3,00,000
 - (C) Rs. 2,14,285.71
 - (D) Rs. 4,00,000
62. A firm's sales are Rs. 60,00,000, operating cycle is 100 days, and working capital is 20% of sales. Daily financing need is:
- (A) Rs. 16,666.67
 - (B) Rs. 1,20,000.00
 - (C) Rs. 60,000.00
 - (D) Rs. 33,333.33
63. The cost of forgoing a 2/10, net 30 trade discount is approximately:
- (A) 2%
 - (B) 12%
 - (C) 24%
 - (D) 36%
64. A firm has current assets of Rs. 12,00,000, including Rs. 5,00,000 inventory, and current liabilities of Rs. 6,00,000. Its quick ratio is:
- (A) 1.17
 - (B) 1.50
 - (C) 2.00
 - (D) 2.50
65. A firm's operating cycle is 80 days, and cash cycle is 50 days. The average payment period is:
- (A) 30 days
 - (B) 50 days
 - (C) 80 days
 - (D) 130 days

66. A high inventory turnover ratio indicates:
- (A) Slow sales
 - (B) Efficient inventory management
 - (C) High debt
 - (D) Low liquidity
67. Estimating working capital requires analyzing:
- (A) Fixed asset purchases
 - (B) Dividend policies
 - (C) Operating cycle and sales forecasts
 - (D) Capital structure
68. The cost of bank overdraft is typically:
- (A) Zero
 - (B) Lower than trade credit
 - (C) Higher than long-term loans
 - (D) Equal to equity cost
69. Financial ratio analysis helps assess:
- (A) Employee performance
 - (B) Product quality
 - (C) Market share
 - (D) Firm's financial health
70. A firm's current assets are Rs. 8,00,000, and current liabilities are Rs. 4,00,000. Its current ratio is:
- (A) 1.0
 - (B) 1.5
 - (C) 2.0
 - (D) 2.5

71. The matching approach to financing current assets aligns:

- (A) Short-term assets with long-term funds
- (B) Cash with inventory
- (C) Equity with debt
- (D) Asset maturities with financing maturities

72. A quick ratio of 1.5:1 indicates:

- (A) High leverage
- (B) Good liquidity excluding inventory
- (C) Low profitability
- (D) High debt

73. Working capital requirements increase with:

- (A) Shorter operating cycles
- (B) Reduced credit sales
- (C) Lower inventory levels
- (D) Higher sales volumes

74. The contents of an annual report include:

- (A) Only balance sheet
- (B) Employee records
- (C) Financial statements and director's report
- (D) Inventory details

75. Which ratio measures liquidity?

- (A) Debt-Equity Ratio
- (B) Return on Equity
- (C) Current Ratio
- (D) Gross Profit Margin

76. The cost of trade credit is highest when:
- (A) Discounts are taken
 - (B) Payments are made on time
 - (C) Payments are delayed beyond terms
 - (D) No credit is used
77. The conservative approach to financing current assets relies on:
- (A) Short-term debt only
 - (B) Cash reserves
 - (C) Equity financing
 - (D) Long-term financing
78. Which is a source of short-term financing?
- (A) Equity shares
 - (B) Trade credit
 - (C) Long-term bonds
 - (D) Retained earnings
79. The operating cycle measures the time between:
- (A) Buying inventory and selling goods
 - (B) Producing goods and paying debt
 - (C) Paying suppliers and receiving cash
 - (D) Buying inventory and collecting cash
80. Working capital is defined as:
- (A) Total assets minus total liabilities
 - (B) Equity minus debt
 - (C) Fixed assets minus current liabilities
 - (D) Current assets minus current liabilities

81. A company declares a 20% bonus share issue on 5,00,000 shares. The number of new shares issued is:
- (A) 1,00,000
 - (B) 50,000
 - (C) 2,00,000
 - (D) 5,00,000
82. A firm with high growth opportunities and low liquidity should adopt:
- (A) High dividend policy
 - (B) Residual dividend policy
 - (C) Fixed dividend policy
 - (D) Bonus share policy
83. Under Modigliani-Miller, dividends are irrelevant because:
- (A) Investors prefer capital gains
 - (B) Debt affects payouts
 - (C) Firm value depends on investment policy
 - (D) Taxes eliminate dividends
84. A firm's dividend payout ratio is 50%, and net income is Rs. 8,00,000. If it declares a 2:1 stock split, the new dividend per share is:
- (A) Halved
 - (B) Doubled
 - (C) Unchanged
 - (D) Zero
85. If a firm's net income is Rs. 5,00,000 and it funds Rs. 4,00,000 in projects, its residual dividend per share for 1,00,000 shares is:
- (A) Rs. 1
 - (B) Rs. 4
 - (C) Rs. 5
 - (D) Rs. 10

86. A firm with 1,00,000 shares buys back 10% at Rs. 150 per share. The total cost is:
- (A) Rs. 10,00,000
 - (B) Rs. 30,00,000
 - (C) Rs. 20,00,000
 - (D) Rs. 15,00,000
87. A firm's stock price is Rs. 200, dividend is Rs. 10, and growth rate is 5%. Under Gordon's Model, if cost of equity is 8%, the stock is:
- (A) Overvalued
 - (B) Undervalued
 - (C) Fairly valued
 - (D) Unpriced
88. Under Walter's Model, if a firm's return on investment is 12% and cost of capital is 15%, it should:
- (A) Pay high dividends
 - (B) Retain earnings
 - (C) Issue new shares
 - (D) Borrow more
89. A stock split of 3:1 means:
- (A) Shares triple, price divides by 3
 - (B) Share price triples
 - (C) Dividends increase
 - (D) Equity reduces
90. The passive dividend policy relies on:
- (A) Fixed payout ratios
 - (B) Debt levels
 - (C) Investment opportunities
 - (D) Market expectations

91. A firm pays a Rs. 5 dividend per share with 2,00,000 shares. Total dividend payout is:
- (A) Rs. 2,00,000
 - (B) Rs. 5,00,000
 - (C) Rs. 10,00,000
 - (D) Rs. 20,00,000
92. Regulatory aspects of dividends include:
- (A) Mandatory profit sharing
 - (B) Issuing bonds
 - (C) Setting interest rates
 - (D) Compliance with company law
93. A firm with stable earnings is likely to adopt:
- (A) Residual dividend policy
 - (B) Passive dividend policy
 - (C) Regular dividend policy
 - (D) No dividend policy
94. Share buybacks typically signal:
- (A) Undervaluation of stock
 - (B) Financial distress
 - (C) Excess debt
 - (D) Low profitability
95. A bonus share is issued from:
- (A) New equity
 - (B) Cash reserves
 - (C) Debt proceeds
 - (D) Retained earnings

96. Factors affecting dividend policy include:
- (A) Liquidity and profitability
 - (B) Capital structure only
 - (C) Employee salaries
 - (D) Inventory levels
97. A stock split:
- (A) Increases total shareholder wealth
 - (B) Increases dividend payouts
 - (C) Reduces share price proportionally
 - (D) Decreases retained earnings
98. A residual dividend policy implies dividends are paid:
- (A) Before investments
 - (B) Without board approval
 - (C) At a fixed rate
 - (D) After funding investments
99. Gordon's Model assumes that:
- (A) Dividends are irrelevant
 - (B) Dividend growth affects stock value
 - (C) Debt impacts dividends
 - (D) Cash flows are constant
100. Walter's Model suggests dividends are relevant when:
- (A) Return on investment differs from cost of capital
 - (B) Return on investment equals cost of capital
 - (C) Firm has no debt
 - (D) Firm issues new equity

4. Four alternative answers are mentioned for each question as – A, B, C & D in the question booklet. The candidate has to choose the correct answer and mark the same in the OMR Answer-Sheet as per the direction :

Example :

Question :

- Q. 1 (A) ☒ (B) ☐ (C) ☐ (D) ☐
 Q. 2 (A) ☐ (B) ☒ (C) ☐ (D) ☐
 Q. 3 (A) ☒ (B) ☐ (C) ☐ (D) ☐

Illegible answers with cutting and over-writing or half filled circle will be cancelled.

5. Each question carries equal marks. Marks will be awarded according to the number of correct answers you have.
6. All answers are to be given on OMR Answer Sheet only. Answers given anywhere other than the place specified in the answer sheet will not be considered valid.
7. Before writing anything on the OMR Answer Sheet, all the Instructions given in it should be read carefully.
8. After the completion of the examination candidates should leave the examination hall only after providing their OMR Answer Sheet to the invigilator. Candidate can carry their Question Booklet.
9. There will be no negative marking.
10. Rough work, if any, should be done on the blank pages provided for the purpose in the booklet.
11. To bring and use of log-book, calculator, pager and cellular phone in examination hall is prohibited.
12. In case of any difference found in English and Hindi version of the question, the English version of the question will be held authentic.

Imppt. On opening the question booklet, first check that all the pages of the question booklet are printed properly. If there is any discrepancy in the question booklet, then after showing it to the invigilator, get another question booklet of the same series.

4. प्रश्न-पुस्तिका में प्रत्येक प्रश्न के चार सम्भावित उत्तर— A, B, C एवं D हैं। परीक्षार्थी को उन चारों विकल्पों में से एक सही उत्तर छाँटना है। उत्तर को OMR आन्सर-शीट में सम्बन्धित प्रश्न संख्या में निम्न प्रकार भरना है :

उदाहरण :

प्रश्न :

- प्रश्न 1 (A) ☒ (B) ☐ (C) ☐ (D) ☐
 प्रश्न 2 (A) ☐ (B) ☒ (C) ☐ (D) ☐
 प्रश्न 3 (A) ☒ (B) ☐ (C) ☐ (D) ☐

अपठनीय उत्तर या ऐसे उत्तर जिन्हें काटा या बदला गया है, या गोले में आधा भरकर दिया गया, उत्तर निरस्त कर दिया जाएगा।

5. प्रत्येक प्रश्न के अंक समान हैं। आपके जितने उत्तर सही होंगे, उन्हीं के अनुसार अंक प्रदान किये जायेंगे।
6. सभी उत्तर केवल ओ. एम. आर. उत्तर-पत्रक (OMR Answer Sheet) पर ही दिये जाने हैं। उत्तर-पत्रक में निर्धारित स्थान के अलावा अन्यत्र कहीं पर दिया गया उत्तर मान्य नहीं होगा।
7. ओ. एम. आर. उत्तर-पत्रक (OMR Answer Sheet) पर कुछ भी लिखने से पूर्व उसमें दिये गये सभी अनुदेशों को सावधानीपूर्वक पढ़ लिया जाये।
8. परीक्षा समाप्ति के उपरान्त परीक्षार्थी कक्ष निरीक्षक को अपनी OMR Answer Sheet उपलब्ध कराने के बाद ही परीक्षा कक्ष से प्रस्थान करें। परीक्षार्थी अपने साथ प्रश्न-पुस्तिका ले जा सकते हैं।
9. निगेटिव मार्किंग नहीं है।
10. कोई भी रफ कार्य, प्रश्न-पुस्तिका के अन्त में, रफ-कार्य के लिए दिए खाली पेज पर ही किया जाना चाहिए।
11. परीक्षा-कक्ष में लॉग-बुक, कैलकुलेटर, पेजर तथा सेल्युलर फोन ले जाना तथा उसका उपयोग करना वर्जित है।
12. प्रश्न के हिन्दी एवं अंग्रेजी रूपान्तरण में भिन्नता होने की दशा में प्रश्न का अंग्रेजी रूपान्तरण ही मान्य होगा।

महत्वपूर्ण : प्रश्नपुस्तिका खोलने पर प्रथमतः जाँच कर देख लें कि प्रश्न-पुस्तिका के सभी पृष्ठ भलीभाँति छपे हुए हैं। यदि प्रश्नपुस्तिका में कोई कमी हो, तो कक्षनिरीक्षक को दिखाकर उसी सिरीज की दूसरी प्रश्न-पुस्तिका प्राप्त कर लें।