

## HERAMB COACHING CLASSES

XII/SECRETRIAL PRACTICE

MARKS: 30

DURATION: 1 HOUR

DATE: 16-06-2018

**Q.1 FILL IN THE BLANKS:**

**(5 marks)**

- 1) The ----- is considered as tax deductible expenditure.
- 2) The SEBI has prescribed debt- equity ratio norm of -----.
- 3) Large manufacturing companies have -----investment in fixed assests.
- 4) The ----- capital stay in business almost permanently.
- 5) A firm making cash sales requires ----- working capital.

Q.2 Distinguish between Fixed capital and working capital.

**(5 marks)**

**Q.3 SHORT NOTES ON :**

**(10 marks)**

- 1) Financial planning
- 2) Financial management

Q.4 What do you mean by capital structure? Explain its features.

**(5 marks)**