



National Officers Academy

Mock-8 for CSS-2024

January 2024

BUSINESS ADMINISTRATION

TIME ALLOWED: THREE HOURS
PART-I(MCQS): MAXIMUM 30 MINUTES

PART-I (MCQS)
PART-II

MAXIMUM MARKS = 20
MAXIMUM MARKS = 80

NOTE:

- i. **Part-II** is to be attempted on the separate **Answer Book**.
- ii. Attempt **ONLY FOUR** questions from **PART-II**. **ALL** questions carry **EQUAL** marks.
- iii. All the parts (if any) of each Question must be attempted at one place instead of at different places.
- iv. Write Q. No. in the Answer Book in accordance with Q. No. in the Q. Paper.
- v. No Page/Space be left blank between the answers. All the blank pages of Answer Book must be crossed.
- vi. **Use of calculator is allowed.**

PART – II

Q-2 Discuss the nature and scope of Management and also discuss functions of the Management. (20)

Q-3 Differentiate between transactional and transformational leaders. Do you think that most managers in real life use a contingency approach to increase their leadership effectiveness? Explain. (20)

Q-4 (Part- a) What is market segmentation? What are different parameters to segment a population? (10)
 (Part - b) Differentiate between Micro and Macro marketing environment. Give one example of each environment.(10)

Q-5 What are the steps involved in conducting a job analysis. Describe each step. (20)

Q.6 Differentiate between Process Layout and Work Cell Layout along with their pros and cons (20)

Q-7. During FY22, PTCL generated a return of 5.5%. As per their latest annual report (Financial statement), the company has an outstanding debt of Rs.50.0 million and common equity valued at Rs.70.0 million. It also has incurred Rs.2.0 million interest expense on its debt. On the other hand, the risk-free rate of return, market return, and beta are 1.5%, 4.0%, and 1.2x, respectively.
 Calculate WACC using the given information and check whether the 5.5% investment return exceeds the cost of capital if the tax rate is 32%. (20)

Q-8- Part (a) Briefly explain use of Ratio analysis for various stakeholders (05)

Part (b) Using the information given in the following table, complete the balance sheet given underneath and write it down in answer book provided. Show there the required calculation as well (15)

Table

Long Term Debt to Equity	0.5 to 1
Total Asset turnover	2.5 Times
Average Collection Period (Assume 360 day year)	18 Days
Inventory turnover	9 Times
Gross profit Margin	10%
Acid test Ratio	1 to 1

Balance Sheet

Cash	\$	Notes and Notes Payable	100,000
Account receivable		Long Term debt	
Inventory		Common Stock	100,000
Plant and Equipment		Retained Earning	100,000
Total Assets		Total Liabilities and Shareholders' Equity	

Best Wishes for CSS2024