

Roll No.

Question Booklet Number

O. M. R. Serial No.

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B. Com. (Honors) (Second Semester)

EXAMINATION, July, 2022

BUSINESS POLICY

Paper Code

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Questions Booklet
Series

A

Time : 1:30 Hours]

[Maximum Marks : 100

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 any 75 questions in the OMR Answer-Sheet provided and not in the question booklet. If more than 75 questions are attempted by student, then the first attempted 75 questions will be considered for evaluation. 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.

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 किन्हीं 75 प्रश्नों को केवल दी गई OMR आन्सर-शीट पर ही हल करना है, प्रश्न-पुस्तिका पर नहीं। यदि छात्र द्वारा 75 से अधिक प्रश्नों को हल किया जाता है तो प्रारम्भिक हल किये हुए 75 उत्तरों को ही मूल्यांकन हेतु सम्मिलित किया जाएगा। 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 हों या उसमें किसी अन्य प्रकार की कमी हो, तो उसे तुरन्त बदल लें।

(Remaining instructions on the last page)

(शेष निर्देश अन्तिम पृष्ठ पर)

(Only for Rough Work)

1. The fundamental purpose for the existence of any organization is described by its :
 - (A) policies
 - (B) mission
 - (C) procedures
 - (D) strategy
2. The fundamental purpose of an organization's mission statement is to :
 - (A) create a good human relations climate in the organization.
 - (B) define the organization's purpose in society.
 - (C) define the operational structure of the organization.
 - (D) generate good public relations for the organization.
3. The acronym SWOT stands for :
 - (A) Special Weapons for Operations Timeliness
 - (B) Services, Worldwide Optimization and Transport
 - (C) Strengths Worldwide Overcome Threats
 - (D) Strengths, Weaknesses, Opportunities and Threats
4. Which of the following is not a characteristic of strategic management that makes it different from other types of management ?
 - (A) It is interdisciplinary.
 - (B) It has an external focus.
 - (C) It has an internal focus.
 - (D) It concerns the present direction of the organization.
5. Which of the following is an issue considered in developing corporate strategies ?
 - (A) What business(es) are we in ?
 - (B) What direction are we going ?
 - (C) What resources do we have to implement our strategies ?
 - (D) What businesses are we in and what to do with those businesses ?
6. Which of the following is not a major element of the strategic management process ?
 - (A) Formulating strategy
 - (B) Implementing strategy
 - (C) Evaluating strategy
 - (D) Assigning administrative tasks

7. _____ is the foundation of blue ocean strategy.
- (A) Innovation
 - (B) Value creation
 - (C) Value innovation
 - (D) Value cost trade-off
8. The various organizational routines and processes that determine how efficiently and effectively the organization transforms its inputs into outputs are called :
- (A) strengths.
 - (B) core competencies.
 - (C) capabilities.
 - (D) customer value.
9. When defining strategic management the most important thing to remember is that it is :
- (A) Not as easy as you think
 - (B) Mainly the province of senior managers
 - (C) A living evolving process
 - (D) More conceptual than practical
10. An organisation's strategy :
- (A) remains set in place longer than the mission and objectives.
 - (B) generally forms over a period of time as events unfold.
 - (C) tends to be formed at the same time the mission is developed and objectives are formulated.
 - (D) is usually conceived at a single time when managers sit down and workout a comprehensive strategic plan for the next 3-5 years.
11. Which of the following is not an advantage of strategic management ?
- (A) It provides organisations with a clearer sense of direction and purpose.
 - (B) It helps improve the political, economic, social and technological environment of the organisation.
 - (C) It helps orientate management decisions to relevant environmental conditions.
 - (D) It helps organisations be proactive rather than reactive.

12. Which of the following defines what business or businesses the firm is in or should be in ?
- (A) Business strategy
 - (B) Corporate strategy
 - (C) Functional strategy
 - (D) National strategy
13. Which of the following defines how each individual business unit will attempt to achieve its mission ?
- (A) Business strategy
 - (B) Corporate strategy
 - (C) Functional strategy
 - (D) National strategy
14. Which of the following focuses on supporting the corporate and business strategies ?
- (A) Competitive strategy
 - (B) Corporate strategy
 - (C) Operational strategy
 - (D) National strategy
15. The task of strategy choice involves :
- (A) developing plans and activities which will improve the organisation's performance and competitive position.
 - (B) determining how the organisation can be more market and efficiency oriented.
 - (C) monitoring whether the organisation is achieving good financial performance.
 - (D) keeping the organisation free of debt.
16. Which one of the following is at the core of strategic management ?
- (A) Choosing which organisational objectives to focus on.
 - (B) Being alert for opportunities to change work responsibilities.
 - (C) Adapting the organisation to a changing external environment.
 - (D) Choosing whether to make decisions autocratically or on the basis of participation.

17. The corporate level is where top management directs :
- (A) all employees for orientation
 - (B) its efforts to stabilize recruitment needs
 - (C) overall strategy for the entire organization
 - (D) overall sales projections
18. The three organizational levels are :
- (A) corporate level, business level, functional level
 - (B) corporate level, business unit level, functional level
 - (C) corporate strategy level, business unit level, functional level
 - (D) corporate strategy level, business level, specialist level
19. Which of the following is an example of competing on quick response ?
- (A) a firm produces its product with less raw material waste than its competitors.
 - (B) a firm offers more reliable products than its competitors.
 - (C) a firm's products are introduced into the market faster than its competitors.
 - (D) a firm's research and development department generates many ideas for new products.
20. Which one of the following is not included in the Porter's Five Forces model ?
- (A) Potential development of substitute products
 - (B) Bargaining power of suppliers
 - (C) Rivalry among stockholders
 - (D) Rivalry among competing firms
21. What is meant by the term 'Stakeholder' ?
- (A) A person who is not related with a business.
 - (B) A person who is related with a business.
 - (C) A person who owns a business.
 - (D) A person who purchases the shares of a business.
22. The goal of the organization's _____ is to capture the hearts and minds of employees, challenge them and evoke their emotions and dreams.
- (A) vision
 - (B) mission
 - (C) culture
 - (D) strategy

23. A firm's mission :
- (A) is a statement of a firm's business in which it intends to compete and the customers which it intends to serve.
 - (B) is an internally-focused affirmation of the organization's financial, social and ethical goals.
 - (C) is mainly intended to emotionally inspire employees and other stakeholders.
 - (D) is developed by a firm before the firm develops its vision.
24. The environmental segments that comprise the general environment typically will not include :
- (A) demographic factors.
 - (B) socio-cultural factors.
 - (C) substitute products or services.
 - (D) technological factors.
25. Product differentiation refers to the :
- (A) ability of the buyers of a product to negotiate a lower price.
 - (B) response of incumbent firms to new entrants.
 - (C) belief by customers that a product is unique.
 - (D) fact that as more of a product is produced the cheaper it becomes per unit.
26. Which of the following is not an entry barrier to an industry ?
- (A) expected competitor retaliation
 - (B) economies of scale
 - (C) customer product loyalty
 - (D) bargaining power of suppliers
27. Suppliers are powerful when :
- (A) satisfactory substitutes are available.
 - (B) they sell a commodity product.
 - (C) they offer a credible threat of forward integration.
 - (D) they are in a highly fragmented industry.
28. An internal analysis enables a firm to determine what the firm :
- (A) can do.
 - (B) should do.
 - (C) will do.
 - (D) might do.

29. An external analysis enables a firm to determine what the firm :
- (A) can do.
 - (B) should do.
 - (C) will do.
 - (D) might do.
30. _____ is/are the source of a firm's _____, which is/are the source of the firm's _____.
- (A) Resources, capabilities, core competencies
 - (B) Capabilities, resources, core competencies
 - (C) Capabilities, resources, above average returns
 - (D) Core competencies, resources, competitive advantage
31. Competitors are more likely to respond to competitive actions that are taken by :
- (A) differentiators.
 - (B) larger companies.
 - (C) first movers.
 - (D) market leaders.
32. What can be defined as the art and science of formulating, implementing and evaluating cross-functional decisions that enable an organization to achieve its objectives ?
- (A) Strategic formulation
 - (B) Strategic evaluation
 - (C) Strategic implementation
 - (D) Strategic management
33. Which individuals are most responsible for the success and failure of an organization ?
- (A) Strategists
 - (B) Financial planners
 - (C) Personnel directors
 - (D) Stakeholders
34. Long-term objectives should be all of the following, except :
- (A) measurable.
 - (B) continually changing.
 - (C) reasonable.
 - (D) challenging,

35. What are guides to decision-making ?
- (A) Laws
 - (B) Rules
 - (C) Policies
 - (D) Procedures
36. The vision and mission statement can often be found :
- (A) in the SEC report.
 - (B) in annual reports.
 - (C) on customer receipts.
 - (D) on supplier invoices.
37. Which group would be classified as a stakeholder ?
- (A) Communities
 - (B) Banks
 - (C) Suppliers
 - (D) All of the above
38. Which of the following is not a stage of strategic formulation techniques ?
- (A) Formulation framework
 - (B) Matching stage
 - (C) External factor evaluation
 - (D) Decision stage
39. The immediate external environment includes :
- (A) Divisions
 - (B) SBUs
 - (C) Competitors
 - (D) Management
40. Strategic management involves the _____, directing, _____ and controlling of a company's strategy-related decisions and actions.
- (A) Financing; marketing
 - (B) Planning; financing
 - (C) Planning; organizing
 - (D) Marketing; planning
41. A strategy is a company's :
- (A) Value statement
 - (B) Pricing policy
 - (C) Game Plan to outsmart competitor
 - (D) Long-term objective

42. Annual objectives :
- (A) are not critical to success.
 - (B) serve as guidelines for action, directing and channeling efforts and activities of organization members.
 - (C) are not important for employee motivation and identification.
 - (D) do not provide a basis for organizational design.
43. Annual objectives :
- (A) need not to be consistent.
 - (B) should be easily achievable.
 - (C) should be measurable.
 - (D) should be confidential and not to be communicated throughout the organization.
44. Which of the following resources is used by all organizations to achieve desired objectives ?
- (A) Financial resources
 - (B) Physical resources
 - (C) Human resources
 - (D) All of the mentioned options
45. Strategic management is :
- (A) A pure science.
 - (B) Based mainly on intuition.
 - (C) Needed mainly when organizational performance falls.
 - (D) Based on the use of quantitative and qualitative information.
46. Large-scale, future-oriented plans, for interacting with the competitive environment to achieve company objectives refers to its :
- (A) Strategy
 - (B) Goals
 - (C) Competitive analysis
 - (D) Dynamic policies
47. Strategic issues require which level of management decisions ?
- (A) Operative
 - (B) Top
 - (C) Front-line
 - (D) Middle

48. Which of these basic questions should a vision statement answer ?
- (A) What is our business ?
 - (B) Who are our employees ?
 - (C) Why do we exist ?
 - (D) What do we want to become ?
49. _____ is not part of an external audit.
- (A) Analyzing competitors
 - (B) Analyzing financial ratios
 - (C) Analyzing available technologies
 - (D) Studying the political environment
50. Strategic management process activate in the sequence of _____.
- (A) Environmental scanning, strategy formulation, implementation, control and evaluation
 - (B) Strategy formulation, environmental scanning, implementation, control and evaluation
 - (C) Environmental scanning, strategy implementation, formulation, control and evaluation
 - (D) Strategy formulation, implementation, control, evaluation, environmental scanning
51. KAPKAL Power's interested to achieve a 10 percent return on equity (ROE) in their core electric utility, 14 percent ROE on water resource operations and 15 percent ROE on support businesses. It is _____.
- (A) Mission
 - (B) Strategy
 - (C) Objective
 - (D) Policy
52. "A possible and desirable future state of an organization" is called :
- (A) Mission
 - (B) Vision
 - (C) Strategic implementation
 - (D) None of the above
53. Strategic decisions are based on what managers _____, rather than on what they _____.
- (A) know; forecast
 - (B) react to; anticipate
 - (C) forecast; know
 - (D) compromise with; analyse

54. “To improve economic strength of society and function as a good corporate citizen on a local, state and national basis in all countries in which we do business.”

This is a mission statement that contains :

- (A) Self-concept
- (B) Economic concern
- (C) Products or Services
- (D) Concern for public image

55. Strategic management audit is known as :

- (A) Environmental scanning
- (B) Strategic formulation
- (C) Strategic control
- (D) Strategic evaluation

56. Forecasting tools can be broadly categorized into two groups. Those are :

- (A) Qualitative, Operational
- (B) Quantitative, Operational
- (C) Qualitative, Quantitative
- (D) Regression and time series analysis

57. _____ identifies a firm's major competitors and their particular strengths and weaknesses in relation to a sample firm's strategic position.

- (A) Competitive Profile Matrix
- (B) External Factor Evaluation matrix
- (C) Internal Factor Evaluation Matrix
- (D) Boston Consulting Group Matrix

58. Organizing means an identifiable group of people contributing their efforts towards the attainment of same goal. It is important at the time of :

- (A) Environmental scanning
- (B) Strategic formulation
- (C) Strategic implementation
- (D) Strategic evaluation

59. In a turbulent and competitive free enterprise environment, a firm will succeed only if it takes a(n) _____ stance towards change.
- (A) Reactive
 - (B) Proactive
 - (C) Anti-regulatory or anti-government
 - (D) Vision and not mission
60. What are the means by which long-term objectives will be achieved ?
- (A) Strategies
 - (B) Strengths
 - (C) Weaknesses
 - (D) Policies
61. Control on a product to availability in a particular place is called :
- (A) Voluntary monopoly
 - (B) Social monopoly
 - (C) Legal monopoly
 - (D) Natural monopoly
62. When an industry relies heavily on government contracts, which forecasts can be the most important part of an external audit ?
- (A) economic
 - (B) political
 - (C) technological
 - (D) competitive
63. Number of producers in imperfect competition is :
- (A) Unlimited
 - (B) Limited
 - (C) Less
 - (D) More
64. Typically how many strategic decision levels are in the corporate decision-making hierarchy ?
- (A) 3
 - (B) 4
 - (C) could be more than 5
 - (D) 2

65. External assessment is performed in which of the strategic management phase ?
- (A) Strategic formulation stage
 - (B) Strategic implementation stage
 - (C) Strategic evaluation stage
 - (D) All of the given options
66. Political variables have a significant effect on :
- (A) Strategic formulation and implementation
 - (B) Strategic formulation and evaluation
 - (C) Strategic implementation and evaluation
 - (D) Strategic formulation, implementation and evaluation
67. Which of the following are signs of weakness in a company's competitive position ?
- (A) A return-on-equity is below 25% and earnings per share of less than ₹ 2.00.
 - (B) A price set by the firm higher than its rivals.
 - (C) A declining market share, poor product quality and few sales in market.
 - (D) Lower revenues and profit margin and narrow product line than the market leader.
68. Strategic evaluation at the _____ level involves using specific performance measures-qualitative and quantitative for each functional area.
- (A) organizational
 - (B) operational
 - (C) functional
 - (D) production
69. The origins of Strategic Management can be retraced to _____.
- (A) 1930
 - (B) 1911
 - (C) 1879
 - (D) 1938

70. What does Stars symbolize in BCG matrix ?
- (A) Introduction
- (B) Growth
- (C) Maturity
- (D) Decline
71. Cultural values would be part of which of the following factor in macro-environment ?
- (A) Demographic
- (B) Social
- (C) Ecological
- (D) Natural
72. Falling sales is an example for _____ indicator.
- (A) Deteriorating finances
- (B) Top management problems
- (C) Deteriorating performance
- (D) Bad investment
73. Which of the following is action-oriented ?
- (A) Policy
- (B) Objective
- (C) Goal
- (D) Strategy
74. Who is called the 'Father of Strategic Management' ?
- (A) Chandler
- (B) Igor Ansoff
- (C) Michael Porter
- (D) John Nash
75. Hierarchy of Strategic Intent :
- (i) Vision > Mission > Goals > Objectives > Plans
- (ii) Mission > Vision > Goals > Objectives > Plans
- (iii) Plans > Vision > Mission > Goals > Objectives
- (iv) Goals > Vision > Mission > Objectives > Plans
- Codes :**
- (A) (i)
- (B) (iii)
- (C) (iv)
- (D) (ii)

76. Selling all of a company's assets for their tangible worth is called :
- (A) Divestiture
 - (B) Concentric diversification
 - (C) Liquidation
 - (D) Unrelated integration
77. Rent is receipt for use of production :
- (A) Use
 - (B) Factor
 - (C) Both (A) and (B)
 - (D) None of the above
78. Retrenchment is :
- (A) When a company experiences declining profits and makes cutbacks to improve efficiency.
 - (B) When a company adopts a new strategic position for a product or service.
 - (C) The sale of the complete business, either as a single going concern or piecemeal to different buyers or sometimes by auctioning the assets.
 - (D) Implement the marketing function's strategic planning and management decisions.
79. When does horizontal integration occur ?
- (A) When a firm acquires or merges with a major competitor.
 - (B) When a firm acquires or merges with an unrelated business.
 - (C) When a firm acquires or merges with a distributor.
 - (D) When a firm acquires or merges with a supplier firm.
80. Divestment is what kind of strategy ?
- (A) An asset reduction strategy
 - (B) A weakness reduction strategy
 - (C) A product reduction strategy
 - (D) A cost reduction strategy
81. In which of the following scenarios is a joint venture likely to be more attractive than acquisition ?
- (A) Vertical integration
 - (B) Horizontal integration
 - (C) New market entry
 - (D) Larger resource pool

82. The affairs of the company are directed and controlled through the _____ who represent the shareholders of the company.
- (A) Board of Directors
 - (B) Senior Managers
 - (C) Middle management
 - (D) Managing Director and the Chief Executive Officer
83. _____ of a company is one of its special or unique competence which gives that company a clear competitive advantage over its competitors.
- (A) Distinctive competence
 - (B) Core competence
 - (C) Strategic competence
 - (D) Threshold competence
84. Various competencies and resources of an organization can be integrated into a chain of activities that an organization performs to meet customer demand. This is called _____.
- (A) value chain
 - (B) product life cycle
 - (C) innovation
 - (D) business process
85. The focus of _____ is on developing and maintaining a competitive advantage consistent with present resources and market requirements.
- (A) dynamic strategy
 - (B) stability strategy
 - (C) competitive strategy
 - (D) generic strategy
86. In Michael Porter's theory, the four generic strategic options available to companies are cost leadership, focused cost leadership, differentiation and _____.
- (A) diversification
 - (B) focused differentiation
 - (C) uniqueness
 - (D) mass customization
87. The manner in which the corporate headquarters manages and nurtures individual businesses or SBUs is called _____.
- (A) Corporate parenting
 - (B) Management nurturing
 - (C) Corporate cultivation
 - (D) Corporate education

88. Market development for existing products can take place in two ways : first is through geographic expansion in the existing market segments and second is through _____.
- (A) coming up with new features for existing products
 - (B) new marketing techniques
 - (C) developing new market segments
 - (D) more advertisements
89. The kind of diversification in which new business has commonalities with the core business or core competence of the company is called _____.
- (A) Related diversification
 - (B) Unrelated diversification
 - (C) Concentric diversification
 - (D) Conglomerate diversification
90. _____ is defined as cooperation between two or more organizations with a common objective, shared control and contributions (in terms of resources, skills and capabilities) by the partners for mutual benefits.
- (A) Strategic alliance
 - (B) Joint venture
 - (C) Merger
 - (D) Acquisition
91. A _____ may be defined as a business venture in which two or more independent companies join together, contribute to equity capital in equal or agreed on proportion and establish a new company.
- (A) Strategic alliance
 - (B) Joint venture
 - (C) Merger
 - (D) Acquisitions
92. The basic objective behind all strategic alliances is to _____.
- (A) secure competitive advantage in the market
 - (B) increase sales
 - (C) increase market share
 - (D) improve operational processes
93. _____ is a type of merger that takes place when there is a combination of two or more companies in the same business or product group or product.
- (A) Vertical merger
 - (B) Horizontal merger
 - (C) Synergic merger
 - (D) Concentric merger

94. A _____ is characterized by the existence of a large number of small and medium units and no single company has any significant market share.
- (A) Emerging industry
 - (B) Mature industry
 - (C) Declining industry
 - (D) Fragmented industry
95. The competitive threat model or the five forces model was developed by _____.
- (A) Michael E. Porter
 - (B) Hamel
 - (C) C. K. Prahalad
 - (D) Peter Drucker
96. A/An _____ is one that has passed through the transition from a period of fast growth to more modest or stable growth.
- (A) Fragmented industry
 - (B) Emerging industry
 - (C) Mature industry
 - (D) Declining industry
97. Obstacles which potential newcomers would encounter when entering a market are called :
- (A) Economies of scale
 - (B) Mobility barriers
 - (C) Buyer switching costs
 - (D) Barriers to entry
98. Critical success factors are :
- (A) Those product features that are particularly valued by a group of customers and therefore, where an organisation must excel to outperform competition.
 - (B) Those factors which are critical to the success of the organization's main competitors.
 - (C) Both (A) and (B)
 - (D) Those product features that a company is particularly competent at providing.
99. What can VRIO framework help an organisation to analyse ?
- (A) Whether capabilities are valuable ?
 - (B) Whether capabilities are rare ?
 - (C) Whether capabilities are inimitable ?
 - (D) All of the above
100. Which of these is not one of common strategies of the BCG approach ?
- (A) Build
 - (B) Hold
 - (C) Harvest
 - (D) Diversity

4. Four alternative answers are mentioned for each question as—A, B, C & D in the booklet. The candidate has to choose the most correct/appropriate 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.

Impt. : 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 सबसे सही अथवा सबसे उपयुक्त उत्तर छोटना 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, उन्हें 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।