MAHARASHTRA BOARD · CLASS 12 · SECRETARIAL PRACTICE

Maharashtra Board Class 12 Secretarial Practice Guess Paper 2027

Time: 3 hours · Maximum marks: 80 · 36 questions

More free papers, important questions & topics:
guesspaper.app/maharashtra-board/class-12/secretarial-practice/guess-paper/

Scan for the online version

Section 1

Q1 objectives: MCQ, match the pairs, true/false, arrange in order (1 mark each)

Q1. Write a word/term/phrase: The return paid to the creditors by the company. — 1 mark

Q2. Select the correct answer and rewrite: _____ of shares takes place due to operation of law. (a) Forfeiture (b) Transmission (c) Allotment — 1 mark

Q3. Write a word/term/phrase: A bill which is issued by Reserve Bank of India on behalf of the Government of India. — 1 mark

Q4. Correct the underlined word and rewrite: Securities are fungible in Physical mode. — 1 mark

Q5. Select the proper option and rewrite: A company cannot accept deposits for more than _____ months. (a) 24 (b) 36 (c) 45 — 1 mark

Q6. Correct the underlined word and rewrite: FPO refers to offering of shares to the public for the first time. — 1 mark

Q7. Correct the underlined word and rewrite: Bond is a source of Short term finance. — 1 mark

Q8. Select the correct answer and rewrite: A depository receipt traded in _____ is called American Depository Receipt. (a) London (b) Japan (c) U.S.A. — 1 mark

Q9. Correct the underlined word and rewrite: Dividend is payable every year irrespective of profits made by company. — 1 mark

Q10. Correct the underlined word and rewrite: A Bear expects the prices of shares to rise in future. — 1 mark

Q11. Select the correct answer and rewrite: Deposits are _____ loans of the company. (a) fixed (b) long term (c) short term — 1 mark

Q12. Write a word/term/phrase: These shareholders are the 'real masters' of the company. — 1 mark

Q13. Write a word/term/phrase: A specific place where trading of securities is arranged in an organized method. — 1 mark

Q14. Find the odd one: Land and Building, Plant and Machinery, Cash — 1 mark

Q15. Find the odd one: Face value, Redemption value, Market value — 1 mark

Q16. Write a word/term/phrase: Documentary evidence of holding the debentures. 1 mark

Q17. Correct the underlined word and rewrite: The details of debentureholders are entered in Register of Members. 1 mark

Q18. Write a word/term/phrase: A document of title of ownership of shares. 1 mark

Q19. Correct the underlined word and rewrite: When there is recession in economy, sales will increase. 1 mark

Q20. Select the proper option and rewrite: Letter of _____ is sent to applicants who have not been given shares by the company. (a) regret (b) renunciation (c) allotment 1 mark

Section 2
Q2 explain the following terms/concepts (any four)

Q21. Explain the following term / concept: Debenture Certificate 2 marks

Q22. Explain the following term / concept: Stock Exchange 2 marks

Q23. Explain the following term / concept: Fixed Capital 2 marks

Q24. Explain the following term / concept: Investment Decision 2 marks

Section 3
Q3 study the case/situation and express your opinion (any two)

Q25. Study the case and express your opinion: Harsh Company Limited decides to pay interim dividend. (a) Is the board justified to decide interim dividend of Rs.10 per share even though profits till date are insufficient? (b) Can the board declare dividend out of free reserves? (c) In how many days must company pay dividend to shareholders from the date of declaration? 3 marks

Q26. Study the case and express your opinion: Angel Company Ltd. plans to raise funds through public deposits. Its net worth is Rs.250 crores. (a) Can they accept deposits from the public? (b) Can they accept deposits which mature after 5 years? (c) Within what period should the company issue deposit receipt to its depositors? 3 marks

Section 4
Q4 distinguish between (any three)

Q27. Distinguish between: Interim Dividend and Final Dividend 4 marks

Q28. Answer in brief: State any four terms and conditions regarding acceptance of deposit. 4 marks

Q29. Justify the following statement: Debenture trustees are appointed by a company issuing debentures. 4 marks

Section 5
Q5 answer in brief (any two)

Q30. Distinguish between: Initial Public Offer and Further Public Offer — 4 marks

Q31. Distinguish between: Jobber and Broker — 4 marks

Section 6
Q6 justify the following statements (any two)

Q32. Answer in brief: Explain the features of Interest. — 4 marks

Q33. Justify the following statement: Electronic holding of securities is safer than physical holding. — 4 marks

Section 7
Q7 attempt the following (any two)

Q34. Attempt the following: Write a letter to the member for the payment of dividend through dividend warrant. — 5 marks

Q35. Attempt the following: Draft a reply letter resolving the query of the member on low rate of dividend. — 5 marks

Section 8
Q8 answer in detail (any one)

Q36. Answer in detail: What is Debenture? Explain the different types of debentures. — 8 marks

Built by GuessPaper from repetition analysis of past board and official sample papers. Practise every chapter too — the full syllabus is examinable. Online version: guesspaper.app/maharashtra-board/class-12/secretarial-practice/guess-paper/