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HEAT No. \_\_\_\_\_

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**SARDAR PATEL UNIVERSITY**  
**BBA (GENERAL) I<sup>st</sup> Semester Examination**  
**Wednesday, 24<sup>th</sup> October, 2018**

**02:00pm to 04:00pm**

**UM01CBBA22- COMPANY MANAGEMENT – I**

**Total Marks – 60**

Que.1	Define Joint Stock Company. Explain the features of Joint Stock Company.	15
	<b>OR</b>	
Que.1	Write a shot note on:	08
	(A) Memorandum of Association	07
	(B) Prospectus	
Que.2	Explain the appointment, duties and powers of Director of a Company.	15
	<b>OR</b>	
Que.2	Explain the qualification and appointment of Managing Director of a Company.	15
Que.3	Explain annual general meetings and extra ordinary general meeting with reference to company meeting and documentation.	15
	<b>OR</b>	
Que.3	Explain the following terms related with company meeting.	08
	(A) Minutes	07
	(B) Quorum	
Que.4	Define Company Secretary. Explain the qualities of Company Secretary.	15
	<b>OR</b>	
Que.4	Discuss the Duties of Company Secretary in detail.	15

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