

VOCATIONAL
PRACTICALS QUESTION BANK
(With Effect from the Academic year 2023-24)

INSURANCE & MARKETING
(COURSE CODE: 214)



State Institute of Vocational Education

O/o the Commissioner of Intermediate Education,
Telangana State, Hyderabad

&

Board of Intermediate Education

Telangana State, Hyderabad

List of Participants

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|----------|--|
| 1 | Dr. A. SatishKumar,
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| 2 | Sri. P. Raji Reddy,
Contract Faculty in Insurance and Marketing,
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**INSURANCE & MARKETING
FIRST YEAR**

**QUESTIONBANK
PAPER I: BUSINESS ORGANIZATION AND MANAGEMENT
[214/21]**

Time: 3hrs

Max. Marks: 50

SECTION-I

1X20=20 Marks.

**Note: (i) Answer any one question.
(ii) Each question carries 20 Marks.**

1. What are the main objectives of Partnership deed? And fill the application for partnership firm.
2. Fill the forms relating to registration of co – operative societies.
3. Fill the application form to open a Bank Account.
4. Fill the application form to fixed deposit in to the Bank.
5. Fill the application form to hiring safe deposit Locker.

SECTION-II

1X10=10 Marks.

**Note: (i) Answer any one question.
(ii) Each question carries 10 Marks.**

6. What are the items included in Article of Association?
7. What are the items including in Prospectus.
8. Fill the proforma of Demand Draft.
9. Fill the proforma of pay in slip (depositing).
10. What are the different types of industries? Explain them with examples?

SECTION-III

1X10=10Marks

**Note: (i) Answer any one question.
(ii) Each question carries 10 Marks.**

11. Fill the proforma of the Withdrawal form.
12. What are the benefits of e-business?
13. What are the functions of Stock Exchange?
14. Explain the advantages of MNCs.
15. Describe functions of Management.

SECTION-IV

**Record
Viva- Voice**

**05Marks
05 Marks**

**INSURANCE & MARKETING
FIRST YEAR**

**MODEL QUESTION PAPER
PAPER I: BUSINESS ORGANIZATION AND MANAGEMENT [214/21]**

Time: 3hrs

Max.Marks:50

5,8,12

Note: The serial numbers of the questions mentioned above are the serial number in question bank. In practical examination, only the serial number of the question will be given. The questions given by TSBIE are for 40 Marks. The examiners shall decode it with the question bank and give the questions.

Record

5marks

Viva- Voice

5Marks

INSURANCE & MARKETING
FIRST YEAR – PRACTICAL QUESTION BANK
PAPER II: ACCOUNTANCY & COMPUTERS [214/22]

Time: 3hrs

Max. Marks: 50

SECTION-I

1X20=20 Marks.

Note: (i) Answer any one question.

(ii) Each question carries 20 Marks

1. Write and demonstrate the steps to create file in MS-Word, type some text and save the file.
2. Identify any 8 tools in MS Excel Screen.
3. Insert 5 Shapes in MS Word and fill colors in it.
4. Show the format of adjustments that are normally shown in bank reconciliation statement.
5. Following balances are taken from the books of the Mehek Traders as at 31/03/2022. Prepare trail balance.

Capital Rs.25000, Drawings 6500, Cash 200, Bank Balance 7000, Sales Returns 500, Purchase Returns 800, Bill receivable 4000, Bills payable 3000, Sundry Debtors 5000, Sundry Creditors 3500, Discount paid 6500, Advertisement 500, Salary 1200, Rent Paid 400, Opening Stock 10000, Purchases 8000, Sales 12000, Postage 400.

SECTION-II

1X10=10 Marks

Note: (i) Answer any one question.

(ii) Each question carries 10 Marks.

6. Create text file using MS-wordpad.
7. Write and Demonstrate the Procedure for changing the width of row and column in Excel.
8. Demonstrate the procedure to edit contents of the cell.
9. Enter the following transactions in the purchase Book and Sales Book

Date	Particulars	Amount	Date	Particulars	Amount
Jan-01	Purchases from Raj	4000	Jan-05	Sales to Karthik	6000
Jan-08	Purchases from Giri	9000	Jan-10	Sales to Raghu for Cash	3000
Jan-12	Purchases from Naveen	3500	Jan-20	Sales to Nikhil	3800

Jan-15	Purchases from Santhu	4200	Jan-30	Sales to Shailaja	2400
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10. Prepare the Single Column Cash Book.

Particulars	Amount	Particulars	Amount
Balances B/d	10,000	Paid to Anil	2500
Received from Roopa	300	Received Interest	1000
Paid rent	600	Paid into Bank	1500
Sales	1500	Advertisements	1200
Wages Paid	1000	Purchased furniture	1200

SECTION-III

1X10=10Marks

**Note: (i) Answer any one question.
(ii) Each question carries 10 Marks.**

11. Explain types of accounts with principles.
12. Write about types of subsidiary books.
13. List out any five input and output devices.
14. Insert an image from clipart and rotate it.
15. Write the format of a Balanced Sheet.

SECTION-IV

**Record
Viva-Voice**

**05 Marks
05Marks**

**INSURANCE & MARKETING
FIRST YEAR
MODEL QUESTION PAPER**

PAPER II: ACCOUNTANCY & COMPUTERS [214/22]

Time: 3hrs

Max. Marks: 50

5,9,14

Note: The serial numbers of the questions mentioned above are the serial number in question bank. In practical examination, only the serial number of the question will be given. The questions given by TSBIE are for 40 Marks. The examiners shall decode it with the question bank and give the questions.

Record

5marks

Viva- Voice

5Marks

**INSURANCE AND MARKETING
FIRSTYEAR
QUESTIONBANK**

PaperIII:PRINCIPLESOFINSURANCE– [214/23]

Time:3hrs

Max.Marks:50

SECTION-I(Major

Experiment)Note:(i)Answerany one Question.

(ii)EachQuestioncarries20marks

1X20=20Marks

1. A) Calculate age nearer birthday and last birthday and age next birthday based on following data
Date of Proposal: 1st November
2018 Date of Birth: 19-10-1984
b) And calculate the Paid-up value:
Sum Assured: 1,00,000/-
Plan and Term: Endowment–
20 years Date of Commencement: 1st April 2017
Date of Last Unpaid Premium: 1st April
2018 Mode of Payment: Yearly

2. What are the documents required to take the policy? Fill the proposal forms and give them.

3. A) Calculate age nearer birthday and last birthday and age next birthday based on following data
Date of Proposal: 1st January
2018 Date of Birth: 27-01-1988
b) And calculate the Paid-up value:
Sum Assured: 5,00,000/-
Plan and Term: Endowment–
10 years Date of Commencement: 1st April 2001
Date of Last Unpaid Premium: 1st April
2013 Mode of Payment: Quarterly

4. A) Calculate age nearer birthday and last birthday and age next birthday based on following data
Date of Proposal: 1st August
2017 Date of Birth: 15-05-1979
b) And calculate the Premium Income for the 2016-
2017: Premium received on life policies during the year 50,
00,000/- Reinsurance premium (paid) 2,00,000/-
Bonus in reduction of premium 40,000/- Premium
outstanding on 01-04-2017 - 1,92,000/-
Premium outstanding on 01-04-2018 - 2,00,000/-

5. A) Calculate age nearer birthday and last birthday and age next birthday based on following data
 Date of Proposal: 1st February
 2018 Date of Birth: 24-02-1984
 b) And calculate the Premium Income for the 2017-2018: Premium received on life policies during the year 25,00,000/- Reinsurance premium (paid) 1,00,000/-
 Bonus in reduction of premium 40,000/- Premium outstanding on 01-04-2017 - 92,000/-
 Premium outstanding on 01-04-2018 - 1,00,000/-

SECTION-II (Minor Experiment)

Note: (i) Answer any One Question

(ii) Question carries 10 marks

1X10=10 Marks

6. Give the following data what would be the amount of surrender value? Available on 5th April 2018
 Plan and term Endowment: 31
 Years Sum assured Rs. 4,00,000/-
 Date of commencement 25th September 1986 Premium Position half yearly premium due September 2016 paid on 22-11-2016
 Bonus vested after valuation on 31 March 2016 Rs. 3,40,000/-
 Surrender Value factor Duration 14 years 22% - 15 years 25% - 16 years - 30%
7. What is meant by claim? Explain the method of claim settlement with necessary documents.
8. Give the following data what would be the amount of surrender value? Available on 5th April 2017
 Plan and term Endowment: 31
 Years Sum assured Rs. 6,00,000/-
 Date of commencement 25th September 1996 Premium Position half yearly premium due September 2016 paid on 22-11-2016
 Bonus vested after valuation on 31 March 2016 Rs. 5,10,000/-
 Surrender Value factor Duration 14 years 22% - 15 years 25% - 16 years - 30%
9. Calculate the claimsexpenditure for the 2016-17 Claims paid on life policies during the year 15,00,000/-
 Reinsurance claims (Received) 10,000/-
 Claims outstanding on 01-04-2015 - 90,000/-
 Claims outstanding on 01-04-2016 - 1,00,000/-.

10. Calculate the claim expenditure for the 2017-18.
Claims paid on life policies during the year 25, 00, 000/-
Reinsurance claims (Received) 1,00,000/-
Claims outstanding on 01-04-2016 - 92, 000/-
Claims outstanding on 01-04-2017 - 1,00,000/-

SECTION-III (Identification/ Spotting)

Note: (i) Answer any One Question.
(ii) Question carries 10 marks

1X10 =10 Marks

11. Explain briefly endowment policy with required documents.
12. Explain briefly about term policies.
13. Salary saving schemes.
14. Postal Life Insurance.
15. Death Claim.

Record
Viva-Voice

5marks
5Marks

**INSURANCE AND
MARKETING FIRST YEAR
MODEL QUESTION PAPER
PAPER III: PRINCIPLES OF INSURANCE - [214/23]**

Time: 3hrs

Max. Marks: 50

2,7,12

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Record

5marks

Viva- Voice

5Marks

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