

# BOARD OF TECHNICAL EDUCATION

PORVORIM-GOA

November, 2008 Examinations

Programme: AUTOMOBILE ENGINEERING

Course/Subject: GARAGE ORGANISATION & TRANSPORT MANAGEMENT (4065)

Time Duration: 3 Hrs.

Max. Marks: 100

INSTRUCTIONS: 1.All Questions are compulsory.  
2.Figures to the right indicate full marks.  
3.Assume suitable additional data if required.

- Q.No.1. Answer any five of the following:- (5x4=20)
- What are the objectives of the personnel department.
  - What is fore casting?
  - What are the assessments used for sale of used vehicles?
  - Explain unit costing.
  - Explain labour relations & motivation.
  - What is meant by economics of rebuilding?
- Q.No.2. Answer any two of the following:- (2x8=16)
- List the various personnel required in a garage. Explain the duties of any two of them.
  - List the various layouts of a garage. Draw a model layout & explain its components.
  - Explain i) safety procedure  
ii) Industrial hygiene
- Q.No.3. Answer any two of the following:- (2x8=16)
- Explain i) Job Card ii) Job loading
  - What is an estimate ? What are the qualities of an estimator?
  - Draw a diagnostic sheet. Explain its role.
- Q.No.4. Answer any two of the following:- (2x8=16)
- List records required in purchase department.  
Explain the purchase procedure.
  - Explain the banking & clearing procedure.
  - Describe i) sales tax ii) stock records
- Q.No.5. Answer any two of the following:- (2x8=16)
- Explain the marginal costing.
  - Explain in detail batch costing applied to an automobile component.
  - What are the types in process costing. Explain any one of them.
- Q.No.6. Answer any two of the following:- (2x8=16)
- Explain the different functions of the management.
  - Explain salesmanship and after sales service.
  - Explain i) advertising & display  
ii) Publicity & public relation.

# BOARD OF TECHNICAL EDUCATION

PORVORIM-GOA  
May/June, 2009 Examinations

Programme: AUTOMOBILE ENGINEERING

Course/Subject: GARAGE ORGANISATION & TRANSPORT MANAGEMENT (4065)

Time Duration: 3 Hrs.

Max. Marks: 75

INSTRUCTIONS: 1.All Questions are compulsory.  
2.Figures to the right indicate full marks.  
3.Assume suitable additional data if required.

- Q.No.1. Answer Any Five of the following:- (5x3=15)
- Explain the warranty procedure
  - Explain the incentives & its effects.
  - What are the requirements of Advertising & Display ?
  - Explain the salesmanship.
  - Explain the Industrial Safety.
  - Why the education and Training is required in an organisation.
- Q.No.2. Answer any Two of the following:- (2x6=12)
- Name the various types of garages? Explain a moderate one with a neat sketch.
  - Explain i) Job Card ii) Repair estimate.
  - List the factors to be considered for the location of a garage.
- Q.No.3. Answer Any Two of the following:- (2x6=12)
- Explain the Time booking & final Report.
  - List the steps required to improve the welfare & safety of personnel.
  - Explain i) Billing of repair  
ii) Job card.
- Q.No.4. Answer Any Two of the following:- (2x6=12)
- List the records required in a garage. Explain any two of them.
  - Explain the procedure of purchase.
  - What is Sales Tax ? Explain the recent norms of Government about it.
- Q.No.5. Answer any Two of the following:- (2x6=12)
- Explain the difference between Batch Costing and process costing.
  - Explain in detail unit costing.
  - Explain the difference between process and marginal costing.
- Q.No.6. Answer any Two of the following :- (2x6=12)
- Explain 'Direction' as a function of management.
  - List the various functions of management. Explain any two of them.
  - Explain i) Industrial relations  
ii) Decision making.

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