



विद्या सर्वार्थ साधिका

ANANDALAYA
PERIODIC TEST- 1
Class : XII

Subject : Business Studies
Date : 16-07-2022

M.M : 40
Time : 2 Hours

General Instructions:

1. This paper is divided into four sections: A, B, C and D.
2. All the sections are compulsory.
3. Section A contains 10 questions of 01 mark each.
4. Section B contains 04 questions of 03 marks each.
5. Section C contains 03 questions of 04 marks each.
6. Section D contains one question of 06 marks.

PART – A

(10 x 01 = 10)

1. Define the term Management. (1)
2. Which of the following is not the function of the management? (1)
(A) Planning (B) Staffing (C) Cooperating (D) Organizing
3. From the following, identify the objectives of the management: (1)
(i) Earning Profits (ii) Growth of the organization (iii) Providing employment (iv) Policy making
(A) (i) and (iii) only (B) (i), (ii) and (iv) only
(C) Except (iv) all of the above (D) (ii) only
4. State the three essential elements of the Management. (1)
5. Principles of management are not _____. (1)
(A) Universal (B) Absolute (C) Flexible (D) Behavioural
6. Every organization strives to achieve _____, _____ and _____ organizational objectives. (1)
7. Mention the work study technique that encourages management to find 'one best way' to perform a task. (1)
8. Which of the following statements is false about Taylor and Fayol? (1)
(A) Fayol was a mining engineer whereas Taylor was a mechanical engineer.
(B) Fayol's principles are applicable in specialized situations whereas Taylor's principles have universal application.
(C) Fayol's principles were formed through personal experience whereas Taylor's principles were formed through experimentation.
(D) Fayol's principles were applicable at the top level of management whereas Taylor's principles are applicable at the shop floor.
9. What is meant by 'Principles of Management'? (1)
10. What do you mean by Business Environment? (1)

PART – B

(04 x 03 = 12)

11. How does a Gang plank enable two managers to communicate? Clarify. (3)
12. Identify and explain the principle of management which suggests that employees should not be moved from their positions frequently? Give one adverse effect if this principle is not followed. (3)
13. Name and explain the principle of management according to which a manager should replace 'I' with 'We' in all his conversations with workers. (3)
14. Justify how coordination is: (a) a continuous process (b) an all pervasive function (3)

PART – C

(03 x 04 = 12)

15. Ms. Ved Prakash Melkani is responsible for framing plans and policies of M/s. Maxwell Industries. At which level of management, is he working? Also discuss his main functions. (4)
16. Sunshine Ltd. is able to achieve the target production of 10,500 units within the prescribed time period. However, to achieve the target on time, additional ₹ 45,200/- were paid as overtime wages to employees.
Do you think Sunshine Ltd. is effective and efficient in its working? Is it necessary for the manager to always emphasis on effectiveness and efficiency? State the principle of management followed by the way of payment overtime wages. (4)
17. Name the technique or principle of scientific management which: (4)
 - (a) helps establish interchange ability of manufactured parts and products.
 - (b) aims at eliminating unnecessary diversity of products.
 - (c) is an extension of principle of 'Harmony not discord'.
 - (d) is an extension of the principle of division of work and specialisation.
 - (e) overlooks the principle of equity.
 - (f) determines the time needed to perform a well defined job.
 - (g) determines movement involved in performing a job.
 - (h) means that management and workers should transform their thinking.

PART – D

(01 x 06 = 06)

18. State and briefly explain any six features of Business Environment. (6)