



ANANDALAYA
PERIODIC TEST– 2
Class: XII

Subject :Business Studies (054)
Date : 21-09-2024

M.M. :80
Time :3 Hrs.

General Instructions:

- This question paper contains 34 questions.
- Marks are indicated against each question.
- Answers should be brief and to the point.
- Answers to the questions carrying 3 marks may be from 50 to 75 words.
- Answers to the questions carrying 4 marks may be about 150 words.
- Answers to the questions carrying 6 marks may be about 200 words.

1. 'Kesar Ltd.' is achieving all its objectives in an effective and efficient manner. It is earning enough revenue to cover its costs and risk of the business. Now company wants to increase sales volume, capital investment, the number of employees and the number of products also. By doing this, the management wants to achieve its following objective:
(A) Survival (B) Profit (C) Personal (D) Growth (1)
2. Statement I: management is multidimensional. (1)
Statement II: The activities involved in managing an enterprise are common to all organizations whether economic, social or political.
Choose the correct option from the options given below:
(A) Statement I is true and II is false (C) Both these statements are false
(B) Statement II is true I is false (D) Both these statements are true
3. The process of designing and maintaining an environment in which individuals work together in groups, efficiently accomplishing selected aims is known as _____. (1)
(A) Planning (B) Organising (C) Management (D) Efficiency
4. Identify the principle of general management, from the following statement, "an organisation should safeguard against abuse of managerial power but at the same time a manager should have the necessary authority to carry out his responsibility." (1)
(A) Discipline (B) Authority and responsibility
(C) Unity Of command (D) Unity of direction
5. The application of this principle of management leads to higher production and better work for the same effort. Identify the related principle of general management. (1)
(A) Discipline (B) Equity (C) Division of work (D) Order
6. The concept of work study techniques includes _____. (1)
(A) Time study (B) Motion study (C) Fatigue study (D) All of these
7. The Government of Uttarakhand has developed surveillance network using latest satellite technology. Under this system the states mining department would be in a position to check illegal mining activities across the state. The state government is also considering the use of drones in its proposed campaign against illegal mining. Identify the related dimensions of the business environment. (1)
(A) Economic and Legal (B) Social and Economic
(C) Technology and Political (D) Political and Economic

8. The different types of forces which influence the working of a business firm can be broadly classified into two categories, general forces and specific forces. Which of the following is not a specific force? (1)
 (A) Suppliers (B) Employees (C) Economic (D) Competitors
9. Identify the basic purpose of demonetisation from the following: (1)
 (A) To curtail circulation of counterfeit notes.
 (B) To administrator tax better.
 (C) To develop less cash economy.
 (D) To channelise savings into the formal financial system.
10. Planning ensures that goals are clearly stated so that they act as a guide for deciding what action should be taken in which direction if goals are well defined employees are aware of what the organisation has to do to achieve those goals. (1)
 The above para highlights the following point of importance of planning:
 (A) Planning promotes innovative ideas (B) Planning establishes standard for controlling
 (C) Planning provide direction (D) Planning is pervasive
11. _____ provide the standards against which the actual performance is measured. (1)
 (A) Controlling (B) Directing (C) Planning (D) Staffing
12. The owner of a marriage party plot spent a great deal of time, money and efforts in renovation, expecting a bumper wedding season. But in 2020 due to the pandemic the wedding became intimate home affairs and not many bookings happened. (1)
 The limitation of planning highlighted in the above case is _____.
 (A) It reduces creativity (B) It may not work in a dynamic environment
 (C) It leads to rigidity (D) It is time consuming
13. E cars was founded by engineers who wanted to prove that people do not need to compromise to drive electric vehicles. They took it as a challenge and new ideas to the shape of concrete plans. In July 2024, they launched their first set of all electric cars, providing to the world that electric vehicles can be better, quicker and more fun to drive then petrol car. Identify the importance of planning discussed from the following: (1)
 (A) Planning reduces the risk of uncertainty.
 (B) Planning reduces overlapping and wasteful activities.
 (C) Planning promotes innovative ideas.
 (D) Planning establishes standards of controlling.
14. The process that initiates implementation of plant by clarifying jobs, working relationships and effectively deploying resources for attainment of identified and desired results is called _____. (1)
 (A) Coordination (B) Management (C) Organising (D) Delegation
15. Which of the following is not a standing plan? (1)
 (A) Policy (B) Procedure (C) Programme (D) Rule
16. I am defined as the framework within which managerial and operating task are performed. Who am I? (1)
 (A) Span of Management (B) Organisational structure
 (C) Formal organisation (D) Informal organisation
17. Identify the type of organisational structure which is most suitable when the size of the organisation is large, has diversified activities and operations require high degree of specialisation. (1)
 (A) Divisional structure (B) Matrix structure
 (C) Network structure (D) Functional structure

18. The authority flows from _____ to _____. (1)
(A) bottom to top (B) top to bottom
(C) left to right (D) all the directions
19. Which of the following is not an on-the-job method of training? (1)
(A) Apprenticeship training (B) Induction training
(C) Internship training (D) Vestibule training
20. _____ is the test that measure the existing skills of an individual in terms of the level of knowledge and proficiency in the area of profession or technical training. (1)
(A) Trade test (B) Personality test
(C) Intelligence test (D) Aptitude test
21. Explain the following steps in the process of staffing: (3)
(a) Performance appraisal
(b) Promotion and career planning
(c) Compensation

22. State any three limitations of divisional structure of an organization. (3)

OR

State any three advantages of the functional structure of an organization.

23. Masama Limited holds an annual management programme every year in the month of March in which the top management personnel formulate plans for the next year by analysing and predicting the future to meet future events effectively. (3)
As they are responsible for providing direction to the organisation, facts are thoroughly check using scientific calculations.
Detail plant are prepared after discussion with the professional experts. Investigations are also undertaken to find out the viability of the plan. It is an intellectual, intelligent imagination and so it is mainly done by the top management. Usually rest of the members just implement the plans. Middle level managers are neither allowed to deviate from the plan nor are permitted to act on their own. The top management ensures that the expenses incurred in formulating the plans justify the benefits derived from them.
State any two limitations of planning discussed above and one of your choices.

24. Maninder Agro Limited started a new venture for distribution of harmful and chemical fertilizers free vegetables. They conducted a survey to find out consumer preferences for such vegetables. (3)
They found that the most of the consumers were concerned about the harmful chemicals being used in growing the vegetables.
They found that 90% of the household were searching for its alternatives. The company contacted a group of agricultures scientists for growing the vegetables by the farmers. They decided to train the farmers in new technology to grow chemical free vegetables according to the new innovative methods. That expert also suggested soil management and abundant and lasting harvest.
Identify and explain the two dimensions of business environment highlighted in the above para.

25. Explain any four points of importance of management. (4)

OR

Explain the meaning of 'Effectiveness and Efficiency with examples.

26. Sanchi after completing her entrepreneurship course from Finland returned to India and started a coffee shop in a famous mall in Delhi. The speciality of the coffee shop was the special Aroma of the coffee and a wide variety of flavours to choose from. Somehow the business was neither profitable nor popular. Sanchi was keen to find out the reason. She appointed Kanchi, an MBA from a reputed college, as a manager to find out the causes for the same. (4)
- Kanchi took feedback from the clients and found out that though they loved the special you like aroma of coffee but were not happy with the long waiting time being taken to process the order. She analysed and found out that there were many unnecessary obstructions in between which could be eliminated for timely processing the order.
- She also realised that there were some flavours whose demand was not enough. So she decided to stop the sale of such flavour. As a result, within a short time, Kanchi was able to attract customers.
- Identify and explain two techniques of scientific management used by Kanchi to solve the problem.
27. How does the understanding of business environment help the management in the following? (4)
- (a) Identification of threats and early warning signals
- (b) Improving performance
28. Does planning guarantee success and work in a dynamic situation? Explain. (4)
- OR**
- Does planning reduces creativity and involves huge cost? Explain.
29. Organising involves a series of steps that need to be taken in order to achieve the desired goal. Explain these steps. (4)
30. It helps a manager to extend his area of operation as without it, he is activities would be restricted to only what he himself can do. (4)
- Identify the activity record to, in the above statement and state is elements.
31. How is training of employees beneficial for the organisation? Explain by giving reasons. (6)
- OR**
- Differentiate between training and development.
32. One of the questions that needs to be answered in organising function is ' at what level are decisions made?' A decision-making authority in an organisation can be pushed down to the lower levels or it will lie with the top management. However, it is not an either-or concept. (6)
- When an Organisation grows in size or complexity, there is a tendency towards sharing decision making authority with the lower levels. This is because in large organisations, employees who are closely involved with certain operations too have more knowledge about them then the top management.
- An important concept of organising function is discussed about, identify the concept and explain any three points of its importance.
33. Explain Policy, Rule and Method as types of plans. (6)
34. Explain the following principles of scientific management: (6)
- (a) Harmony, not discord
- (b) Science, not rule of thumb