

Std. 12

14-9-2015

Marks : 80

Half Yearly Examination in BUSINESS STUDIES (Set - 2) M.

Time : 3 hrs.

General Instructions:

1. All questions are compulsory.
2. Attempt all parts of a question together.
3. Neatness is important.

1. Raheja Ltd. is diversifying its product lines. What organizational objective it is trying to achieve? (1)
2. State how principles of management are formed. (1)
3. Why is it easy to fix responsibility in formal organization? (1)
4. What is meant by "Orientation"? (1)
5. Planning requires logical and systematic thinking rather than guess work of wishful thinking. What characteristic of planning does this statement highlight? (1)
6. Give 1 main difference between "Aptitude Test" and "Trade Test". (1)
7. Which organizational structure keeps the similar or related jobs together under one unit? (1)
8. Identify the type or dimension of environment to which the following is related.  
"A stable government has built up confidence amongst the firms to invest in big projects." (1)
9. How is co-ordination an integral part of all managerial functions? (3)
10. Ms. Ritu and Mr. Mohit are Data Entry Operators in a company having same educational qualifications. Ritu is getting Rs. 5000/- per month and Mohit Rs. 6000/- per month as salary for the same working hours. Which principle of management is violated in the case? Name and explain the principle. (3)
11. Mr. Yakub has retired as the Managing Director of PQR Ltd. At what level of Management was he working? State any two functions he was performing at that level. (3)
12. 'Planning is beneficial to all'. Explain in brief benefits of planning. (3)
13. "Success of an organization largely depends upon its management". Explain any three reasons to justify the above statement. (3)
14. Principles of Taylor and Fayol are mutually complementary. One believed that the management should not close its ears to constructive suggestions made by the employees

while the other suggested that a good company should have an employee's suggestion system whereby suggestions which result in substantial time or cost reduction should be rewarded. Identify and explain the principles of Taylor and Fayol referred in the above para.

(4)

15. The court passed an order that all schools must have water purifier for the school children as
  - i) Society in general is more concerned about quality of life.
  - ii) Innovative techniques are being developed to manufacture water purifier at competitive rates.
  - iii) Incomes are rising and children at home are also drinking purified water. The government is also showing positive attitude towards the water purifier business. Identify the different dimensions of business environment by quoting from the above details. (4)
16. Name and explain the technique of scientific management which helps in establishing interchangeability of manufactured parts and products. (4)
17. Explain any four features of planning. (4)
18. A manager, no matter how capable he is, cannot manage to do every task on his own. The volume of work makes it impractical for him to handle it all by himself. As a consequence, Mr. Rahul, production Manager of Zee Ltd downwardly transfers some of his authorities viz. determining long term objectives, adapting suitable course of action and allocating resources etc. to Mr. Hemant, one of his subordinates.
  - i) Name the process under which Mr. Rahul transfers some of his authorities to Mr. Hemant.
  - ii) Name the three elements of process identified in (a) above.
  - iii) Identify the element of the above process that cannot be entirely downwardly transferred but flows upwards from subordinates to superiors. (4)
  - iv) Identify the plan being referred above.
  - v) Name the value that can be emphasized by following the process identified in (a) above.
19. Mr. Ramnujam, Director of Blossom Ltd., does the entire planning for the organization. He wants that the lower and middle level managers should only implement the plans laid down by him and does not allow them to deviate from the sets plan. Moreover, the power of decision making is concentrated with him. He does not involve subordinates in the decision making process and keeps the entire authority of decision making with him. The lower management only carries out the order. There is nothing new or innovative in the organization.
  - i) Name the limitation of planning referred to above.
  - ii) State any other two limitations of planning.
  - iii) Name the concept which Mr. Ramujam is following by concentrating complete authority of decision making at top level only. (4)

- iv) Name the value that can be emphasized by removing the above limitation of planning.
20. "Formal organization is considered better than informal organization." Do you agree with this statement ? Give 3 reasons after explaining the meaning of both formal and informal organizations. (5)
21. What do you mean by the term "Planning Premises"? Explain the following types of plans with suitable examples  
a) Strategy b) Policy (5)
22. Sahil, the director of garments company, is planning to manufacture bags for the utilization of waste material of one of his garments units. He decided that this manufacturing unit will be set up in a rural area of Orissa where people have very less job opportunities and labour is available at very low rate. He also thought of giving equal opportunities to men and women. For this he selected S. Chatterjee, Indrajeet Kaur, Aslam and Sarabjeet and heads of Sales, Account, Purchase and Production Departments.  
i) Identify and state the next two steps that Sahil has to follow in the staffing process after selecting the above heads.  
ii) Also identify two values which Sahil wants to communicate to the society by setting up this manufacturing unit. (5)
23. Nandani runs a factory wherein she manufactures shoes. The business has been doing well and she intends to expand by diversifying into leather bags as well as western formal wear, thereby making her company a complete provider of corporate wear. This will enable her to market her business unit as the one shop for working women. Which type of structure would you recommend for the expanded organization and why? State any four advantages of this organizational structure. (6)
24. It is described as the managerial functions of filling and keeping filled the positions in the organization structure. Identify it and state its importance by giving any five points. (6)
25. "It is the elements in the process of staffing under which the best person out of the prospective candidates can be chosen". In the staffing process, the management of PQR Ltd has received recommendations from Minister to select Mr. Rahul who is a relative of the Minister. Ignoring the same, the management of PQR Ltd. has conducted all steps of this process fairly and appointed Mr. Sohan on merit basis. It was also decided to provide Mr. sohan with provident fund, pension etc.  
a) Identify the element of process of staffing.  
b) Enumerate the steps of the element identified in (a) above.  
c) Name two values emphasized by conducting all steps fairly in the process identified in (a) above. (6)