

Sample Paper
Class – XII
Subject – Business Studies

Question Number 1 to 10 carry 1 mark each
Question Number 11 to 15 carry 3 marks each
Question Number 16 to 20 carry 4 marks each
Question Number 21 to 25 carry 5 marks each
Question Number 26 to 30 carry 6 marks each

National Network of Education

1. Name the concept:
 - (i) Searching the prospective candidates
 - (ii) Streaming the attributes of a person required for doing a job.
2. The form of organization known for giving rise to rumours is called.....
3. Span of management refers to.
4. Explain Strategy.
5. Give any one principle which mutually complement Fayal's and Taylor's Principles.
6. Name the principle that suggests that employees should be treated with Justice and Kindness.
7. Which functions of management is known as essence of management.
8. Name any two designations given to the First Line managers.
9. Distinguish between Training and Development.
10. Distinguish between Rule and Method.
11. Explain the concept of "Mental Revolution" and "Fatigue Study"
12. "Coordination is needed at all levels of management". Explain with the help of an example.
13. Explain the process of communication.
14. "Informal communication supplements the formal communication in many ways."
15. Explain briefly the merits of external sources of recruitment.
16. Differentiate between Delegation and Decentralisation.
17. "Can a large sized organization be totally centralized or decentralized? Give your opinion.
18. Explain briefly any four of the nature of management principles.
19. "Efficiency and productivity depend upon the quality of leadership." Do you agree? Give reason in support of your answer.

20. You are the personnel manager of an organization. How will you estimate the manpower requirements of your organization with the help of work-load analysis?
21. The directors of Narmada Ltd.; an organization manufacturing computers have asked their marketing manager to achieve a target sale of 100 computers per day. The marketing manager has delegated the task of his deputy sales manager working under him. The deputy sales manager could not achieve the target. Is the marketing manager responsible for the failure of his deputy sales manager? Explain in brief, the relevant principle in support of your answer.
22. "Informal Organisation is considered better than formal Organisation." Do you agree with this statement? Give reasons.
23. Why does planning sometimes fail inspite of the best efforts of management? Explain.
24. "Mgt is the art of getting things done through other people." Explain the importance of management in the light of this statement.
25. Suggest measures to overcome barriers to effective communication.
26. Explain the various selection procedure of employees.
27. Explain briefly the steps involved in planning?
28. Explain the following principles:-
- (i) Scaler Chain
 - (ii) Unity of Direction
 - (iii) Order
 - (iv) Stability of Tenure
 - (v) Subordination of individual interest to general interest
 - (vi) Replacing rule of thumb with science.
29. Suggest measures to overcome barriers to effective communication.
30. Explain briefly the steps involved in planning?