

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. The management principles can be applied to all types of activities. Which characteristic of management is highlighted by this statement?
2. Write on limitations of planning.
3. Which principle of management is violated if a subordinate is asked receive orders from two seniors?
4. What are the main objectives of 'Time Study'?
5. What is meant by policy?
6. Enumerate the organisational objectives of management.
7. Define the term management.
8. List any two principles of Scientific Management formulated by Taylor for managing an organisation scientifically?
9. State the meaning of the principle by 'unity of direction.'
10. 'Management is a dynamic function.' Explain.
11. Name three elements of directing.
12. What is meant by organising?
13. If an organisation does not provide the right place for physical and human resources in the organisation, which principle is violated.
14. Explain differential piece rate system as a technique of scientific management.
15. Differentiate between procedure and methods.
16. Ritu is the manager of the northern division of a large corporation house. At what levels does she work in the organisation? What are her basic functions?
17. What does the principle of unity of command states? What will be the effects if unity of command principle is violated?
18. Distinction between recruitment and selection.
19. Explain management as a science.
20. Differentiate between objective and policies.

21. How can external sources of recruitment be better than internal sources of recruitment. Give reasons in support of your answer.
22. What are the various sources of recruitment of employees? Explain.
23. Explain functional foremanship as a technique of scientific management. Illustrate it with the help of diagram.
24. Explain the features of management.
25. (a) The quality of production is not as per standards on investigation it was observed that most of the workers were not fully aware of the proper operations of machinery. What could be the way to improve the accuracy?
(b) Ramesh, a supervisor in a factory always expects that his subordinates should obey him. He is not prepared to listen to any suggestions made by workers. Do you think this quality of Ramesh will help him to become a good leader? Why?
26. Define directing as a function of management. Briefly explain the elements of directing.
27. Defining organisational objectives is the first step in the process of planning. Explain the other steps in this process?
28. What are the steps involved in the staffing process?
29. What is supervision? Briefly explain the functions of a supervisor.
30. (a) What do you mean by delegation of authority?
(b) What are the qualities of a good leader?