

**Class -XII**  
**Business Studies-II**  
**Sample Paper for March 2021**  
**(Commerce and Humanities group)**

**Time: 3 hours**

**MM: 80**

**Note:**

1. The question paper will cover whole of the modified syllabus 2020-21
2. There will be total 23 questions in the question paper.
3. Question paper will have three sections i.e A, B, C.
4. Section A: Question number 1 consist of 30 subparts each carrying 1 mark.
5. Section B: Question number 2 to 16 , each carrying two marks. Answer of each questions should be given in five to ten lines.
6. Section C: (Do any five questions out of seven questions) Question number 17 to 23 will carry four marks each. Answer of each questions should be given in 15 to 20 lines.

**Section-A**  
**(Attempt all questions)**

1. (i) Which one of the following is not the function of management?
  - (a) Staffing
  - (b) Controlling
  - (c) Co-operating
  - (d) Planning
- (ii) Management is dynamic function and it is :
  - (a) Intangible
  - (b) Tangible
  - (c) Systematical
  - (d) None of these

- (iii) The principle of unity of command is concerned with:
- (a) Inefficiency
  - (b) Wastage
  - (c) Confusion
  - (d) Specialization
- (iv) "The Trade Unions Act 1926" is an example of:
- (a) Legal environment
  - (b) Political environment
  - (c) Social environment
  - (d) None of these.
- (v) Fayol classified all \_\_\_\_\_ activities into six groups.
- (a) Mechanical
  - (b) Organisational
  - (c) Industrial
  - (d) Managerial
- (vi) Who is the father of Scientific Management?
- (a) Henry Fayol
  - (b) F.W. Taylor
  - (c) Peter Drucker
  - (d) H.L. Gantt
- (vii) Who should plan?
- (a) Supervisor
  - (b) Manager
  - (c) Both a & b
  - (d) None of the above
- (viii) Power is generally delegated:
- (a) From top to bottom
  - (b) Bottom to top

- (c) At same levels
  - (d) At different levels
- (ix) \_\_\_\_\_ is thinking before doing.
- (a) Controlling
  - (b) Planning
  - (c) Directing
  - (d) Organizing
- (x) In an organization, organizational structure determines:
- (a) Level of Authority
  - (b) Responsibility
  - (c) Hierarchy
  - (d) All of the above
- (xi) A superior can withdraw the delegated authority. (True / False)
- (xii) Which of the following is an element of directing?
- (a) Co-ordination
  - (b) Controlling
  - (c) Supervision
  - (d) Completion of job in time.
- (xiii) Training maximizes accidents. (True/ False)
- (xiv) The function of staffing is concerned with:
- (a) Reward
  - (b) Recruitment
  - (c) Human Resource
  - (d) Management
- (xv) For effective Direction, Delegation of authority must be avoided.  
(True / False)
- (xvi) The concept of co-ordination is \_\_\_\_\_ than that of co-operation.
- (a) Narrower
  - (b) Wider
  - (c) Both a and b
  - (d) None of the above

- (xvii) What encourages people to work more with willingness?
- (a) Communication
  - (b) Motivation
  - (c) Enthusiasm
  - (d) All of the above
- (xviii) Good personal relations in the organisation are the basis of:
- (a) Planning
  - (b) Organising
  - (c) Co-ordination
  - (d) Controlling
- (xix) Controlling is exercised:
- (a) When something goes wrong
  - (b) When the management desires
  - (c) Regularly
  - (d) All of the above
- (xx) Budget is a financial statement which spells out policies and programs about\_\_\_\_\_
- (a) Present
  - (b) Future
  - (c) Both (a) and (b)
  - (d) None of these
- (xxi) Financing decisions are influenced by which of the following?
- (a) Cost of raising funds
  - (b) Cash flow position
  - (c) Both (a) and (b)
  - (d) None of these
- (xxii) A long – term investment decision is called as:
- (a) Capital Budgeting
  - (b) Capital gearing
  - (c) Dividend decisions
  - (d) All the above

(xxiii) Rights issue involves issue of shares to

- (a) New shareholders
- (b) General public
- (c) Existing shareholders
- (d) Both (a) and (c)

(xxiv) Which instrument of money market is generally used for inter-bank transactions?

- (a) Treasury bills
- (b) Commercial papers
- (c) Call money
- (d) Both (a) and (c).

(xxv) Marketing continues even after the sale of the product.

( True / False )

(xxvi) Which of the following is not a function of marketing?

- (a) Branding
- (b) Grading
- (c) Increase in trade
- (d) None of these.

(xxvii) 'Donate blood 'is an example of product in the form of an idea.

(True/ False)

(xxviii) Consumer must look for ISI mark on agricultural goods.

(True/False)

(xxix) A consumer has \_\_\_\_\_ right under Consumer Protection Act,1986

- (a) Seven
- (b) Ten
- (c) Five
- (d) Six

(xxx) "Indian Government has diluted its stake in public enterprises: this statement is related to which concept?

- (a) Globalization
- (b) Privatization

- (c) Liberalization
- (d) All the above

### **Section-B**

**(Attempt all questions)**

**(2\*15=30)**

2. State any four characteristics of management.
3. Name the functional specialists recommended by Taylor.
4. Distinguish between the principles of "Unity of Command" and "Unity of Direction" on the basis of (a) Meaning (b) Aim
5. "Each Business is affected by the policy of Government ". Identify and explain the dimension of business environment
6. Why planning reduces creativity?
7. Give two differences between Delegation and Decentralization.
8. State two merits of external sources of recruitment.
9. State any two reasons why "Training" is needed in any organization.
10. Explain the concept of "Motivation" And "Leadership".
11. Explain two limitations of Management control.
12. Explain the meaning of Co-ordination.
13. Give two objectives of financial management.
14. List any two characteristics of Secondary Market.
15. What is meant by "Product concept" of Marketing?
16. State any two responsibilities of a consumer.

### **Section-C**

**(Attempt any 5 questions)**

**(4\*5=20)**

17. "Are Fayol's principles anti worker?" Comment.
18. Give four difference between Time wage system and piece wage system.
19. "Directing is heart of management process ". Give any four Reasons.
20. What is meant by capital structure? Explain three factors affecting capital structure.
21. Discuss in brief any four protective functions of SEBI.
22. Describe about any four indoor media of Advertising.
23. What are the features of consumer protection act 1986?