

**SAMPLE PAPER - 2014**  
**BUSINESS STUDIES**  
**Class – XII**

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**General Instructions:**

- Answer to questions carrying **1 mark** each may vary from **one word** to **one sentence**.
  - Answer to questions carrying **3 marks** each may vary from **50** to **75 words**.
  - Answer to questions carrying **4-5 marks** each may vary from **150 words**.
  - Answer to questions carrying **6 marks** each may vary from **200 words**.
  - Attempt all parts of a question together.
1. Why management is called a group activity? (1)
  2. What is Induction Training? (1)
  3. Name the function of management which coordinates the physical, financial and human resources and establishes productive relations among them for achievement of specific goals. (1)
  4. Give meaning of the term `Deviation' as used in the control function of management. (1)
  5. What is `Supervision'? (1)
  6. Give one example of `noise' in the process of communication. (1)
  7. Give an example of strategy as a type of plan. (1)
  8. Which technique of scientific management suggests that each work should be supervised by specialists? (1)
  9. Why is planning said to be the primary function of management? Also list out the other functions of management. (3)
  10. State any three personal barriers to communication. (3)
  11. Explain any two reasons which suggest that planning is important in managerial process. (3)
  12. What is `Critical Point Control' in the process of control? (3)
  13. How is an `Informal Organization' formed? State any two disadvantages of such an organization. (3)
  14. Write any four points highlighting the importance of leadership. (4)
  15. Explain how 1)planning leads to rigidity 2) planning does not always guarantee success. (4)
  16. Briefly discuss importance of the following process in Staffing (4)
    - a) Training and Development
    - b) Performance Appraisal.

17. Differentiate between delegation and decentralization on the basis of (4)  
a) Meaning b) Flow of Communication c) Aim d) Flow of Authority.
18. 'Management is not a pure science' Do you agree. Give three reasons in support of your answer. (4)
19. Differentiate between on the job training and off the job training. (4)
20. What do you mean by incentives? Explain any four non financial incentives. (5)
21. Explain any five importance of Motivation. (5)

**OR**

What is grapevine communication? Explain any four communication networks of grapevine communication.

22. Differentiate between internal and external sources of recruitment. (5)

**OR**

Explain the steps involved in the selection process.

**OR**

Explain the divisional structure of an organization with the help of a labeled diagram.

23. Explain Maslow's need- hierarchy theory. (6)

**OR**

State any six reasons why training is needed in any organization.

24. 'Coordination is not a separate function of management. It is the essence of management.' Explain with the help of a suitable example. (6)

**OR**

In recent times , the Government has increased the prices of diesel and LPG.

- i) Which key component of business environment is discussed in the given case?  
ii) How will it affect the society at large?

25. Explain 'Internship', 'Vestibule Training' and 'Job Rotation,' as the types of training. (6)

**OR**

'Planning and Controlling are inter-dependent and inter linked activities' Explain.

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