

## BK BIRLA CENTRE FOR EDUCATION

SARALA BIRLA GROUP OF SCHOOLS SENIOR SECONDARY CO-ED DAY CUM BOYS' RESIDENTIAL SCHOOL

## PRE-MID TERM EXAM(2024-25) BUSINESS STUDIES (054)



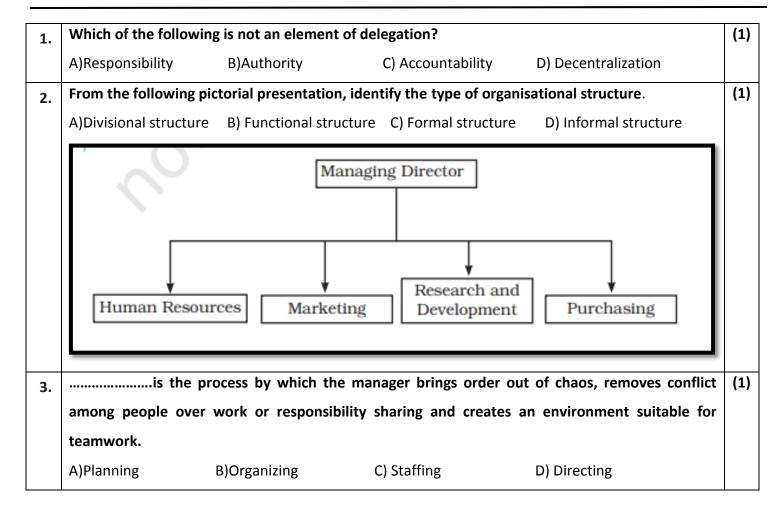
Duration: **1Hr** Max. Marks: **25** Roll No.\_\_\_\_

Class	: XII Commerce
Date	: 31/07 /2024
Admiss	sion No:

## **General Instructions:**

Read the following instructions very carefully and strictly follow them:

- i. This question paper contains 10 questions. All questions are compulsory.
- ii. Marks are indicated against each question.
- iii. Answers should be brief and to the point.
- iv. Answers to the questions carrying 3 marks may be from 50 to 75 words.
- v. Answers to the questions carrying 4 marks may be in about 150 words.
- vi. Answers to the questions carrying 6 marks may be in about 200 words.
- vii. Attempt all parts of a question together.



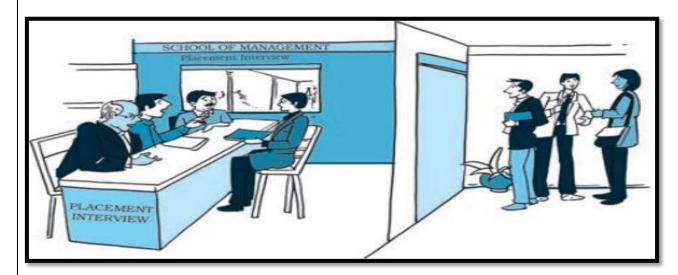
- Mohan has always been fascinated to the job of a plumber. Therefore, he decided to become a (1) 4. plumber. He was told that in order to understand and learn this workmanship, he will have to work under the guidance of a master worker for a certain number of years. Identify the type of training being described in the given lines.
  - A) Vestibule training B) Apprenticeship training C) Internship training D) Induction training
- From the following pictorial presentation, identify the external source of Recruitment. 5.

(1)

A) Casual Callers

B) Labour Contractor

C) Campus Recruitment D) Direct Recruitment



6. Distinguish between training and development. (3)

Discuss essential elements of delegation. 7.

- (3)
- Case Study: Read the following text and answer the following questions on the basis of the same: (4) 8.

Mr. Vikas Goel is an H.R. Manager of "Sanduja Furniture Private Limited." At the beginning of the new year he anticipated that the company will need 30 new additional persons to fill up different vacancies. He gave an advertisement in the newspaper inviting applications for filling up different vacant posts. As many as 120 applications were received. The same were scrutinized. Out of these, conditions of 15 applicants were not acceptable to the company. Letters of regret, giving reasons, were sent to them. Remaining candidates were called for preliminary interview. The candidates called for were asked to fill up blank application forms. Thereafter, they were given four tests.

- The objective of the *first test* was to find out how much interest the applicant takes in his work.
- The objective of the second test was to find out 'specialization' of the applicant in any particular area.

training or not.  The purpose of the fourth test was to find out how much capability a person has to mixup with other persons, and whether he can influence other persons and get influenced by them.  I. The purpose of the fourth test was too find out how much capability a person has to mixup with other persons, and whether he can influence other persons and get influenced by them. Which tests is indicated in this situation.  A) Personality Test B) Intelligent Tests C) Aptitude Test D) Trade Test  II. At the beginning of the New Year he anticipated that the company will need 30 new additional persons to fill up different vacancies. Identify the first step of staffing.  A) Placement and Orientation B) Training and Development  C)Recruitment D)Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment B)Selection C)Training D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  [4] Explain the steps in the process of organising.  [6]		•	Third test aimed at making sure whether the applicant was capable of learning through							
up with other persons, and whether he can influence other persons and get influenced by them.  I. The purpose of the fourth test was too find out how much capability a person has to mixup with other persons, and whether he can influence other persons and get influenced by them. Which tests is indicated in this situation.  A) Personality Test B) Intelligent Tests C) Aptitude Test D) Trade Test  II. At the beginning of the New Year he anticipated that the company will need 30 new additional persons to fill up different vacancies. Identify the first step of staffing.  A) Placement and Orientation B) Training and Development  C)Recruitment D)Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment B)Selection C)Training D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9, Explain the steps in the process of organising.			training or not.							
them.  I. The purpose of the fourth test was too find out how much capability a person has to mixup with other persons, and whether he can influence other persons and get influenced by them. Which tests is indicated in this situation.  A) Personality Test B) Intelligent Tests C) Aptitude Test D) Trade Test  II. At the beginning of the New Year he anticipated that the company will need 30 new additional persons to fill up different vacancies. Identify the first step of staffing.  A) Placement and Orientation B) Training and Development C)Recruitment D)Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment B)Selection C)Training D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.		•	The purpose of the fourth test was to find out how much capability a person has to m							
I. The purpose of the fourth test was too find out how much capability a person has to mixup with other persons, and whether he can influence other persons and get influenced by them. Which tests is indicated in this situation.  A) Personality Test B) Intelligent Tests C) Aptitude Test D) Trade Test  II. At the beginning of the New Year he anticipated that the company will need 30 new additional persons to fill up different vacancies. Identify the first step of staffing.  A) Placement and Orientation B) Training and Development  C)Recruitment D)Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment B)Selection C)Training D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.			up with other persons, and whether he can influence other persons and get influenced be							
up with other persons, and whether he can influence other persons and get influenced by them. Which tests is indicated in this situation.  A) Personality Test B) Intelligent Tests C) Aptitude Test D) Trade Test  II. At the beginning of the New Year he anticipated that the company will need 30 new additional persons to fill up different vacancies. Identify the first step of staffing.  A) Placement and Orientation B) Training and Development  C) Recruitment D) Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment B) Selection C) Training D) Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising. (4)			them.							
them. Which tests is indicated in this situation.  A) Personality Test B) Intelligent Tests C) Aptitude Test D) Trade Test  II. At the beginning of the New Year he anticipated that the company will need 30 new additional persons to fill up different vacancies. Identify the first step of staffing.  A) Placement and Orientation B) Training and Development C)Recruitment D)Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment B)Selection C)Training D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising. (4)		ı.	The purpose of the fourth test was too find out how much capability a person has to mix-							
A) Personality Test B) Intelligent Tests C) Aptitude Test D) Trade Test  II. At the beginning of the New Year he anticipated that the company will need 30 new additional persons to fill up different vacancies. Identify the first step of staffing.  A) Placement and Orientation B) Training and Development  C)Recruitment D)Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment B)Selection C)Training D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.  (4)			up with other persons, and whether he can influence other persons and get influenced by							
II. At the beginning of the New Year he anticipated that the company will need 30 new additional persons to fill up different vacancies. Identify the first step of staffing.  A )Placement and Orientation  B) Training and Development  C)Recruitment  D)Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment  B)Selection  C)Training  D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision  B) Selection Tests  C) Job Offer  D) Medical Examination  (4)			them. Which tests is indicated in this situation.							
additional persons to fill up different vacancies. Identify the first step of staffing.  A )Placement and Orientation  B) Training and Development  C)Recruitment  D)Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment  B)Selection  C)Training  D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision  B) Selection Tests  C) Job Offer  D) Medical Examination  9. Explain the steps in the process of organising.  (4)			A) Personality Test	B) Intelligent Tests	C) Aptitude T	est D) Trade Test				
A )Placement and Orientation  B) Training and Development  C)Recruitment  D)Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment  B)Selection  C)Training  D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision  B) Selection Tests  C) Job Offer  D) Medical Examination  9. Explain the steps in the process of organising.  (4)		II.	At the beginning of the New Year he anticipated that the company will need 30 new							
C)Recruitment  D)Estimating Manpower Requirement  III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment  B)Selection  C)Training  D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision  B) Selection Tests  C) Job Offer  D) Medical Examination  9. Explain the steps in the process of organising.  (4)			additional persons to fill up different vacancies. Identify the first step of staffing.							
III. From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment B)Selection C)Training D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.  (4)			A )Placement and Orie	ntation	B) Training and Development					
company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is highlighted in the statement?  A) Recruitment B)Selection C)Training D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.  (4)			C)Recruitment		D)Estimating Manpower Requirement					
highlighted in the statement?  A) Recruitment B)Selection C)Training D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.  (4)		III.	From the given lines, 'Out of these, conditions of 15 applicants were not acceptable to the							
A) Recruitment B)Selection C)Training D)Education  IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.  (4)			company.' Letters of regret, giving reasons, were sent to them. Which aspect of staffing is							
IV. The applicants were given four tests like intelligent test to interest test after filling up blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.  (4)			highlighted in the statement?							
blank application form. Identify which step of selection process was followed by the management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.  (4)			A) Recruitment	B)Selection	C)Training	D)Education				
management.  A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.  (4)		IV.	The applicants were given four tests like intelligent test to interest test after filling up							
A) Selection Decision B) Selection Tests C) Job Offer D) Medical Examination  9. Explain the steps in the process of organising.  (4)			blank application form. Identify which step of selection process was followed by the							
9. Explain the steps in the <i>process of organising</i> . (4)			management.							
(6)			A) Selection Decision	B) Selection Tests	C) Job Offer	D) Medical Examination				
10. Explain first six steps in the <i>process of selection</i> . (6)	9.	Explai	in the steps in the <i>proce</i>	ess of organising.			(4)			
Explain first six steps in the process of selection.	10.	Fynlai	lain first six stens in the process of selection							
		Lybia	iii iii si six sieps iii iiie pi	Toccss of selection.						