



**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)**

Class : XII Commerce  
 Date : 31/07 /2024  
 Admission No: \_\_\_\_\_

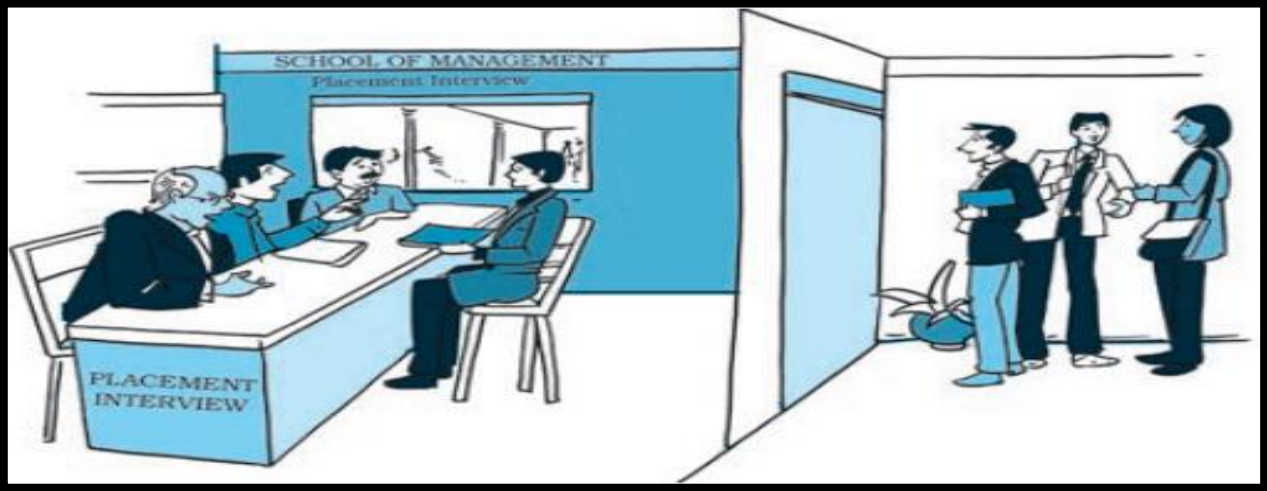
Duration: 1Hr  
 Max. Marks: 25  
 Roll No. \_\_\_\_\_

**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.

1.	<p><b>Which of the following is not an element of delegation?</b></p> <p>A)Responsibility      B)Authority      C) Accountability      D) Decentralization</p>	(1)
2.	<p><b>From the following pictorial presentation, identify the type of organisational structure.</b></p> <p>A)Divisional structure    B) Functional structure    C) Formal structure    D) Informal structure</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> </div>	(1)
3.	<p><b>.....is the process by which the manager brings order out of chaos, removes conflict among people over work or responsibility sharing and creates an environment suitable for teamwork.</b></p> <p>A)Planning      B)Organizing      C) Staffing      D) Directing</p>	(1)

4.	<p>Mohan has always been fascinated to the job of a plumber. Therefore, he decided to become a 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.</p> <p>A) Vestibule training    B) Apprenticeship training    C) Internship training    D) Induction training</p>	(1)
5.	<p>From the following pictorial presentation, identify the external source of Recruitment.</p> <p>A) Casual Callers    B) Labour Contractor    C) Campus Recruitment    D) Direct Recruitment</p> 	(1)
6.	Distinguish between training and development.	(3)
7.	Discuss essential elements of delegation.	(3)
8.	<p><b>Case Study: <u>Read the following text and answer the following questions on the basis of the same:</u></b></p> <p>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.</p> <ul style="list-style-type: none"> <li>• The objective of the <i>first test</i> was to find out how much interest the applicant takes in his work.</li> <li>• The objective of the <i>second test</i> was to find out ‘specialization’ of the applicant in any particular area.</li> </ul>	(4)

