



B.K. BIRLA CENTRE FOR EDUCATION

SARALA BIRLA GROUP OF SCHOOLS
A CBSE DAY-CUM-BOYS' RESIDENTIAL SCHOOL



MID-APRIL TEST 2025-26

BUSINESS STUDIES 054

Class: XII

Date: 21.04.25

Admission no:

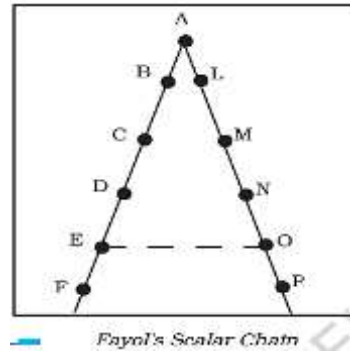
Marking Scheme

Time: 1hr

Max Marks: 25

Roll no:

1.	(D) An effective manager	(1)
2.	(C) Management is a group activity	(1)
3.	(c) a (iii), b(iv), c (i), d (ii)	(1)
4.	(A) General guidelines	(1)
5.	(A) Both Assertion (A) and Reason (R) are True and Reason (R) is the correct explanation of Assertion (A)	(1)
6.	<p>Importance of Management</p> <p>(i) Management helps in achieving group goals: <i>Management is required not for itself but for achieving the goals of the organisation. The task of a manager is to give a common direction to the individual effort in achieving the overall goal of the organisation.</i></p> <p>(ii) Management increases efficiency: <i>The aim of a manager is to reduce costs and increase productivity through better planning, organising, directing, staffing and controlling the activities of the organisation.</i></p> <p>(iii) Management creates a dynamic organisation: <i>All organisations have to function in an environment which is constantly changing. It is generally seen that individuals in an organisation resist change as it often means moving from a familiar, secure environment into a newer and more challenging one. Management helps people adapt to these changes so that the organisation is able to maintain its competitive edge.</i></p> <p>(iv) Management helps in achieving personal objectives</p> <p>(v) Management helps in the development of society [1+1+1]</p>	(3)
7.	<p>1. Mr. Gauranga is working at the top level management. He is responsible for the welfare and survival of the organization. He formulates overall organizational goals and strategies for their achievement.</p> <p>2. Mr. Nityanand is working at the lower level management. He ensures that quality of output is maintained, wastage of materials is minimized and safety standards are maintained.</p> <p>3. Mr. Sanatan is working at the middle level management. He assigns necessary duties and responsibilities to the personnel and motivates them to achieve desired objectives. [1+1+1]</p>	(3)

8.	<p>I. (D) Initiative</p> <p>II. (A) Stability of personnel</p> <p>III. (C) Equity</p> <p>IV. (D) Esprit de corps</p> <p style="text-align: right;">[1+1+1+1]</p>	(4)
9.	<p>Coordination: because production, marketing and finance departmental efforts are not coordinated for achieving organizational objectives harmoniously. As a result, the company's profits and market share are declining.</p> <p>Importance of Coordination:- [Briefly discuss]</p> <p>1. Growth in size 2. Functional differentiation 3. Specialization [1+1+1+1]</p>	(4)
10.	<p>Principles of management:</p> <p>i. Scalar Chain: An organisation consists of superiors and subordinates. The <i>formal lines of authority from highest to lowest ranks are known as scalar chain. Chain of authority and communication that runs from top to bottom and should be followed by managers and the subordinates.</i> 'Gang Plank' as shown in the diagram. This is a <i>shorter route and has been provided so that communication is not delayed.</i></p>  <p>ii. Order: According to Fayol, <i>"People and materials must be in suitable places at appropriate time for maximum efficiency."</i> The principle of order states that 'A place for everything (everyone) and everything (everyone) in its (her/his) place'. Essentially it means orderliness. If there is a fixed place for everything and it is present there, then there will be no hindrance in the activities of business/ factory. This will lead to increased productivity and efficiency.</p> <p>iii. Unity of Command: According to Fayol there should be <i>one and only one boss for every individual employee.</i> If an employee gets orders from two superiors at the same time the principle of unity of command is violated. The principle of unity of command states that each participant in a formal organisation should receive orders from and be responsible to only one superior.</p> <p>iv. Division of Work: Work is <i>divided into small tasks/ jobs. A trained specialist who is competent is required to perform each job.</i> Thus, division of work leads to specialisation. According to Fayol, "The intent of division of work is to produce more and better work for the same effort. Specialisation is the most efficient way to use human effort."</p> <p style="text-align: right;">[1^{1/2} marks for each point explanation]</p>	(6)

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