



B K BIRLA CENTRE FOR EDUCATION
SARALA BIRLA GROUP OF SCHOOLS
SENIOR SECONDARY CO-ED DAY CUM BOYS' RESIDENTIAL SCHOOL
POST MID-TERM (2025-26)
BUSINESS ADMINISTRATION (833)
CLASS XI



Class: XI B

Date: 8/01/2026

Admission No:

Duration: 1Hr

Max. Marks: 25

Exam No.

Attempt all questions:

SECTION - A

1. Mention the name of that auxiliaries to trade which removes hindrance of place. 1)
2. Which refers to interaction of forces between group members in a social situation 1)
(a) Group Dynamics (b) Group cohesiveness
(c) Group work (d) None of the above
3. The Director communicating the time of a meeting to the employee is an example of which aspect of communication skills - 1)
(a) Persuasion (b) Informing
(c) Expressing (d) Influencing
4. New, Open, Close, Same are _____ commands 1)
(a) View (b) Edit
(c) Style (d) File
5. Which of the following best reflects effective self-management? 1)
a) Waiting for others to remind you about your tasks
b) Setting clear goals and managing time to complete tasks independently
c) Avoiding difficult tasks to reduce stress
d) Depending completely on external guidance for decision-making

SECTION - B

6. List any two advantages of using a word processor to write a report. 2)
7. What does posture as a type of non-verbal communication imply? Give any one example of correct posture. 2)
8. Differentiate between Interests and Abilities. 2)
9. How should the management deal with informal groups? 2)
10. Briefly explain the four key areas of business operations. 2)
11. Give one feature each of any two organisations on the basis of ownership. 2)
12. Briefly explain the organizational behaviour process? 2)

SECTION – C

13. Rohit and Gurvinder are partners selling electronic products across India. They import the components from their friend Atul who does his business in China and assemble them in their factory established in a rural area, Jharkhand. Most of the workers in the factory are children and women. They are paid very less salaries, thus owner save on labour cost. They store their stocks in a warehouse but do not take proper safety measures against fire, burglary. There was a short circuit in the factory and as a result most of the stock was damaged.

On the basis of the given information about Rohit and Gurvinder, answer the following questions:

- a) Specify the type of business activity performed by Rohit and Gurvinder. 1)
- b) Specify the auxiliary to trade used by Rohit and Gurvinder. 1)
- c) Identify any value which has been violated by Rohit and Gurvinder. 1)

- 14. Explain the Autocratic model and Custodial model of organisational behaviour. 3)

*****ALL THE BEST*****