

PRACTICE PAPER

9

Time allowed: 45 minutes

Maximum Marks: 200

General Instructions: Same as Practice Paper-1.

Choose the correct option in the following questions.

1. "Doing the task with minimum cost" name the term associated with management?
(a) Efficiency (b) Effective (c) Both (a) and (b) (d) Management
2. Which one of the following sequences of process of management is correct:
(a) Planning, Directing, Controlling, Organising, Staffing
(b) Directing, Staffing, Planning, Organising, Controlling
(c) Planning, Organising, Staffing, Directing, Controlling
(d) Organising, Planning, Staffing, Controlling, Directing
3. Management is essential for the organizations which are
(a) Non-profit organizations (b) Service organizations
(c) Social organizations (d) All of the above
4. Keeping in view, the changes in the consumer demands and preferences, Royal Bakery has reduced the sugar and fat content in its products. This approach of business shows that management is
(a) An intangible force (b) A group activity
(c) A dynamic function (d) A multidimensional activity
5. Mr. Malhotra, Finance manager of ABC Ltd., applied for leave to attend a family function in Amritsar. The director of the company requested him to cancel his leave as there is an important meeting schedule on that date. Mr. Malhotra immediately agreed and cancelled his trip as he thought attending meeting is more important for company's benefit.

Which principle of Fayol is applied by Mr. Malhotra?

- (a) Principle of subordination of individual interest to general interest
 - (b) Principle of equity
 - (c) Principle of order
 - (d) Principle of discipline
6. The principles are guidelines to action but do not provide readymade, straitjacket solutions to all managerial problems. This is so because _____.
(a) The applications of principles has to be changed as per requirements.
(b) Real business situations are very complex and dynamic and are a result of many factors.
(c) Principles are like different tools serving different purposes, the manager has to decide which tool to use under what circumstances.
(d) All the above

7. According to Fayol, discipline requires _____.
 (a) Good superiors at all levels (b) Clear and fair agreements
 (c) Judicious application of penalties (d) All of these
8. Same battery can be used in different mobile phones of a particular brand. This is an example of which of the following techniques of scientific management?
 (a) Standardisation of work (b) Method Study
 (c) Simplification of work (d) Functional Foremanship
9. "There is a great demand for reservation in jobs for economically weaker sections of the society." Identify the type of dimension of business environment mentioned.
 (a) Technological environment (b) Political environment
 (c) Legal environment (d) Social environment
10. It is very difficult to predict the changes of business environment. No one can predict business environment 100% accurately. Which of the following feature of the business environment is highlighted by this point?
 (a) Uncertainty (b) Dynamic
 (c) Relativity (d) Complexity
11. The court issued the order that for vehicles to be smokeless was most essential and that any one violating this order shall have to pay a heavy fine. Identify the dimension of business environment?
 (a) Economic environment (b) Political environment
 (c) Legal environment (d) Social environment
12. Changes and events cannot be eliminated but they can be anticipated and managerial response to them can be developed. Which importance of planning is highlighted in the above statement?
 (a) Planning provides direction.
 (b) Planning reduces overlapping and wasteful activities.
 (c) Planning reduces the risk of uncertainty.
 (d) Planning facilitates decision making.
13. She used her foresight and logical and systematic thinking based on analysis of all facts and examined and evaluated all the alternatives. Which feature of planning is depicted here?
 (a) Planning focuses on achieving objectives.
 (b) Planning is a primary function of management.
 (c) Planning is mental exercise.
 (d) Planning involves decision-making.
14. _____ are the anticipated environments in which plans are expected to operate.
 (a) Planning premises (b) Forecasting
 (c) Objectives (d) None of these
15. As the span of management increases in an organisation, the number of levels of management in the organisation
 (a) Increases (b) Decreases
 (c) Remains unaffected (d) None of the above
16. It is the obligation of a subordinate to properly perform the assigned duty.
 (a) Responsibility (b) Authority
 (c) Accountability (d) All of the above
17. Which of the following cannot be delegated?
 (a) Authority (b) Responsibility
 (c) Accountability (d) None of these
18. In which situation the divisional structure happens to be appropriate?
 (a) Where the number of major products is more than one

- (b) Where the size of the organisation is quite large
- (c) Both (a) and (b)
- (d) Where primarily only one product is sold

19. Centralisation refers to

- (a) Retention of decision-making authority
- (b) Dispersal of decision-making authority
- (c) Creating divisions as profit centres
- (d) Opening new centres or branches

20. Which one of the following is not a marketing mix?

- (a) Product
- (b) Physical distribution
- (c) Product pricing
- (d) Production process

21. _____ is the marketing function which is concerned with informing the customers about the firm's products.

- (a) Transportation
- (b) Selling
- (c) Advertising
- (d) Public Relations

22. Hena is planning to set up a small manufacturing unit for manufacturing eco-friendly packaging material. She has decided to market her products through the conventional channel of distribution, which involves wholesalers and retailers. Identify the channel of distribution being adopted by the company.

- (a) Zero level channel
- (b) One level channel
- (c) Two level channel
- (d) Three level channel

23. Madhubala is planning to launch an online education portal. In order to understand the varied needs of the students, she conducted an online survey. Based on the feedback of the survey, she has decided to offer educational packages to the prospective buyers.

Identify the type of marketing concept being described in the given lines.

- (a) Product concept
- (b) Production concept
- (c) Marketing concept
- (d) Societal marketing concept

24. On visiting a supermarket to buy a pack of moisturizer, Harsha noticed that the packaging of most of the beauty products exhibited a photograph of a celebrity. Identify the related function of packaging being described in the given case.

- (a) Facilitates the use of product
- (b) Assists in promotion of the product
- (c) Helps in product identification
- (d) Provides protection to the product

25. Mehak Limited has hired 300 salesmen who will be assigned the task of contacting prospective buyers and creating awareness about the new range of organic incenses introduced by the company. Identify the element of promotion been described in the given lines.

- (a) Advertising
- (b) Sales promotion
- (c) Personal selling
- (d) Public relation

26. "Appointment is as per the requirement and satisfaction of the job". This is related to which importance of staffing.

- (a) Filling the roles by obtaining competent persons.
- (b) Placing right person at the right job.
- (c) Optimum utilisation of human resources.
- (d) Improves job satisfaction and morale of the employee.

27. An analysis that enable an assessment of number of human required in the organisation is

- (a) Development
- (b) Promotion
- (c) Workload analysis
- (d) Workforce analysis

28. The Information Technology department of Hi Tech Ltd. had few vacancies in cyber security. The Human Resource department of the company decided to recruit the fresh engineers and graduate of IT from IIT

University. The type of recruitment is

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| (a) Placement Agencies | (b) Employment Exchange |
| (c) Direct Recruitment | (d) Campus Placement |

29. Which of the following is called a negative process?

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| (a) Recruitment | (b) Training |
| (c) Selection | (d) None of the above |

30. Which of the following is a process of making an employee act in a desired manner to achieve organisational goal?

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| (a) Motivation | (b) Supervision |
| (c) Leadership | (d) Communication |

31. Which style of leadership does not believe in use of power, unless it is absolutely essential?

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| (a) Autocratic Leadership | (b) Democratic Leadership |
| (c) Laissez Faire Leadership | (d) None of the above |

32. Which of the following is not semantic barrier?

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| (a) Lack of Attention | (b) Premature evaluation |
| (c) Distrust | (d) All of the above |

33. Motivators can be

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| (a) Positive only | (b) Negative only |
| (c) Positive as well as negative | (d) None of the above |

34. Which of the following is not an element of communication process?

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| (a) Decoding | (b) Grapevine |
| (c) Channel | (d) Receiver |

35. To make sure employees focus on work and follow the method of production as per plan the management of Amaira Ltd. decided to install CCTV (close circuit television) in the factory for monitoring the activities of workers. The managerial function discussed above is

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| (a) Planning | (b) Controlling |
| (c) Staffing | (d) Directing |

36. With the help of controlling function the management can know not only about the deficiency in the performance but it also help management to know whether standards or plans are set correctly or not.

The importance of management discussed above is

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|----------------------------------|---------------------------------------|
| (a) Ensure order and discipline | (b) Facilitate coordination in action |
| (c) Judging accuracy of standard | (d) Making efficient use of resources |

37. Planning and controlling are _____ to each other.

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|-------------------|---------------|
| (a) Opposite | (b) Unrelated |
| (c) Inter-related | (d) Separate |

38. Standards can be set in the following terms

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| (a) Only Qualitative | (b) Only Quantitative |
| (c) Both Qualitative and Quantitative | (d) Neither Qualitative nor Quantitative |

39. The size of assets, the profitability and competitive are affected by one of the financial decision. State that decision

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|-------------------------|------------------------|
| (a) Investment decision | (b) Financing decision |
| (c) Dividend decision | (d) All of the above |

40. One of the concept of financial management takes into consideration the growth, performance, investment and requirement of fund for given period. Identify the concept.

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|--------------------------|-------------------------|
| (a) Financial management | (b) Investment decision |
|--------------------------|-------------------------|

- (c) Capital structure (d) Financial planning
41. Name the concept which increases the return of equity shares with the change in the capital structure of the company.
- (a) Financial planning (b) Capital structure
(c) Trading on equity (d) Investment decision
42. Megha is planning to enter in the business of Herbal Shampoo. In the beginning she was thinking there are very few companies making herbal shampoo, but when she started selling her product she realised that many companies are already in the business of selling herbal shampoo. Identify the factor affecting working capital in the above para.
- (a) Growth prospects (b) Nature of business
(c) Level of competition (d) Business cycle fluctuation
43. Retained earnings are affected by
- (a) Financing decision (b) Investment decision
(c) Dividend decision (d) Capital structure
44. Commercial paper is a short term unsecured promissory note having a maturity period of
- (a) 91 days to one year (b) 15 days to one year
(c) one day to 15 days (d) one year
45. The ABC Ltd. wants to raise ₹500 Cr. to fulfill its expansion plans by issue of equity shares. Identify the market ABC Ltd. will look for raising funds:
- (a) Primary market (b) Secondary Market
(c) Both (a) and (b) (d) None of the above
46. Primary and secondary markets
- (a) Compete with each other (b) Compliment each other
(c) Function independently (d) Control each other
47. Delivery of shares sold or payment of cash for the shares bought is made on the
- (a) Pay in day (b) Pay out day
(c) both (a) and (b) (d) None of the above
48. Who can be a Judge of State Commission?
- (a) Retired or working Judge of District Court
(b) Retired or working Judge of High Court
(c) Both (a) and (b)
(d) None of the above
49. If the value of product is ₹10 lakhs the consumer can file case in
- (a) District Forum (b) State Commission
(c) National Commission (d) All of the above
50. The consumer must be assured, whenever possible access to a variety of goods and services at competitive prices.
- (a) Right to Consumer Protection Act (b) Right to choose
(c) Right to safety (d) Right to be heard



Answers

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| 1. (a) | 2. (c) | 3. (d) | 4. (c) | 5. (a) | 6. (d) | 7. (d) |
| 8. (a) | 9. (d) | 10. (a) | 11. (c) | 12. (c) | 13. (c) | 14. (a) |
| 15. (b) | 16. (a) | 17. (b) | 18. (c) | 19. (a) | 20. (d) | 21. (c) |
| 22. (c) | 23. (c) | 24. (b) | 25. (c) | 26. (b) | 27. (c) | 28. (d) |
| 29. (c) | 30. (a) | 31. (c) | 32. (d) | 33. (c) | 34. (b) | 35. (b) |
| 36. (c) | 37. (c) | 38. (c) | 39. (a) | 40. (d) | 41. (c) | 42. (c) |
| 43. (c) | 44. (b) | 45. (a) | 46. (b) | 47. (a) | 48. (b) | 49. (a) |
| 50. (b) | | | | | | |