

Chapter:-1 Nature and significance of management

Q1 Name the process of designing and maintaining an environment in which individuals working together in groups efficiently accomplish selected aims.

Q2 What is meant by effectiveness in management?

Q3 Puma company target is to produce 10000 shirts per month at a cost of Rs 300 per shirt. The Production manager achieved this target at Rs 280 per shirt. Do you think the “Production Manager” is effective? Give one reason in support of your answer.

Q4 Why is it said that “Management is all pervasive”?

Q5 Name the level of management responsible for all the activities of first line managers (1)

Q6 “Management is skillful and personal application of existing knowledge of achieving desired result.” Explain (3)

Q7 State any three function of Top level of management. (3)

Q8 “Coordination is synchronization of group efforts to achieve organizational objectives.” In the light of this statement, highlight any five features of coordination. (4)

Q9 The management of Bhawna Ltd. Strongly believe that the member of an organization should work towards fulfilling the common organizational goals. This requirement team work and integration of efforts of all individuals, departments and specialist. This is because all individuals and departments depend on each other for information and resources to perform their function smoothly. Manager need to reconcile differences in approach, timing, efforts or interest. At the same time it should enable all its member to grow and develop. Thus, there is a need to harmonies individual goals and organizational goals.

(i) Which concept of management is highlighted in above description?

(ii) State any three features of the concept identified in (i)

(iii) Identify and explain the characteristics of management which is reflected from the above description.

Q10: Coordination is not a separate function of management. It is the essence of management.” Explain with the help of a suitable example.

Chapter-2 Principles of Management

Q1 State any two characteristics of Principle of management. (1)

Q2 Why it is said that Principle of management are flexible. (1)

Q3 Name the principle of Fayol which suggest that organizational interest should be given more priority as compared to any employee interest. (1)

Q4 Who is known as “Father of Management Thought”.

Q5 Getting order from more than one superior is against which principle. (1)

Q6 How is principle of “Unity of command” is useful to management. Explain. (3)

Q7 If an organization does not provide the right place for physical and human resources in an organization, which principle is violated. Explain in brief. (3)

Q8 Fatima, the production manager of ABC Ltd. Wants to increase the speed of packaging. In order to identify and eliminate needless and unproductive movement of worker in packaging, he installed a movie in the factory.

- (i) Which technique of Taylor is adopted by Fatima?
- (ii) How can this technique help the ABC Ltd company? (4)

Q9 Explain the technique of “Functional Foremanship” and the concept of “Mental Revolution” as enunciated by Taylor.

Q10 (i) Name and explain the technique of scientific management in which wages are given to workers on the basis of performance.

- (ii) Name and explain the technique of scientific management that is extension of “Principle of Division of work and specialization”.(6)

Chapter-3 Business Environment

Q1 What is meant by "Demontisation" (1)

Q2 Most non-vegetarian restaurants are located in Hindu dominated society closed on Tuesday as Hindu consider Tuesday as a holy day. Identify the dimension of business environment reflected by this statement. (1)

Q3 Why it is important for business enterprise to understand their environment? Explain briefly.

Q4 "Demand for saree may be high in India, where it is almost nil in France". Which characteristic of business environment is highlighted by this statement?

Q5 The Indian government has banned the advertisement of alcohol products. Identify the dimension of business environment highlighted in the given statement. (1)

Q6 What do you mean by "Business environment"? Explain "Dynamic nature" and "Uncertainty" as features of Business management. (4)

Q7 "What are essential feature of:-

- (i) Liberalization
- (ii) Globalization
- (iii) Privatization

Q8 Lately many companies have planned for significant investment in organized retailing in India. Several factors have promoted their decisions in this regard customer income is increasing. People have developed a taste for better quality products even though they may have to pay more. The government permitted cent percent foreign direct investment in some sectors of retailing.

Identify the changes in business environment under different dimensions, quoting the lines from the above para. (4)

Q9 Explain with examples, various dimensions of Business environment.

Q10 Aqua paint limited which is manufacturing paint has been enjoying a prominent market position. As it manufactured best quality paints, made timely payment of taxes to government. It assembled various input like plant, machinery, raw material, finance etc.from its environment. But since last year it has been dumping its untreated poisonous waste on river bank which has created many health problems for the people. As a result the court passes an order to seal the unit of the company.

- (i) State the importance of business environment mentioned above by quoting the lines.

- (ii) Identify any two dimensions of business environment mentioned above by quoting the lines.
- (iii) Identify any two values which have been overlooked by the company (6)

Chapter-4 Planning

Q1 “To see whether plan are been implemented and activities are being performed according to schedule”. Is a step of planning process? Identify the step. (1)

Q2 Why planning a pre-requisite for controlling. (1)

Q3 Who set objectives and goals of company. (1)

Q4 Name the type of plan that does not allow any flexibility or discretion. (1)

Q5 How is the alternative course of action evaluated in case of financial plans? (1)

Q6 Explain hoe planning if futuristic approach? (3)

Q7 Do you think planning can work in a changing environment? (3)

Q8 “Deciding in advance what to do and how to do is one of the basic of management functions “Give the meaning of any two points of importance of this function.

Q9 a reputed car manufacturing company in Rajasthan is facing the problem of decline in its market share due to its internal mismanagement. Therefore it has planned to increase its production capacity at its Rajasthan plants by manufacturing low priced eco friendly cars for price sensitive consumers and introducing new models with added features for quality conscious consumers. For this the company issues shares to the public and raise Rs 200 crore. The company purchases more machinery required to increase production.

- (i) Identify the type of plan the company is preparing
- (ii) State the steps involved in this plan quoting lines from the above cases.
- (iii) State any one value which the company wants to communicate to the society.

Q10 Rahul is CEO of Moon company Ltd. He is in accordance with the other board members decided to formulate a general statement which will which will be guiding thinking of employee. He further goes on to formulate many such statements in the next six months. These statements could be divided into two categories.

- (i) Identify the type and state of plan highlighted above.
- (ii) Also give two types of this plan.(5)

Chapter-5 Organization

Q1 Name any two forms of organization structure. (1)

Q2 Name the process of grouping the activities of similar nature. (1)

Q3 Name the function of management which coordinates the physical, financial and human resources and establishes productive relations among them for the achievement of specific goals. (1)

Q4 Name the process of entrusting responsibility, authority and creating accountability of the person whom work has been handed over. (1)

Q5 What is benefit of establishing reporting relationships under “organizing” function of management? (1)

Q6 As an organization grows in size and complexity, it becomes centralized or decentralized? Why? (3)

Q7 Name the concept of management which helps a manager to extend his area of operations as without it, his activities would be restricted to only what he himself can do. Give two principles of this concept of management. (3)

Q8 Can a large size organization be totally centralized or decentralized? Give your opinion. (4)

Q9 What is Divisional structure? Discuss its advantages and disadvantages. (6)

Q10 “Decentralization plays an important role in an organization. “in the light of this statement, explain any three points of its importance. (6)