



INDIAN SCHOOLAL WADI AL KABIR

Class: XII	Department: Commerce
Chapter 1	Topic: Nature and Significance of Management

Q.1. 'SORT- IT Ltd.' is a leading software development company. The company is satisfying the diverse needs of its employees. Its employees are given competitive salaries and perks. They have been given chance for their personal growth and development. For harmony in the organization, management has to reconcile personal goals with organizational objectives.

Identify the objective of management being met by 'SORT-IT Ltd.'

- (A) Social
- (B) Personnel
- (C) Organizational
- (D) Both social and personnel

Q.2. At times, a business may concentrate on producing goods with fewer resources but cannot achieve the targeted production. In such a case, the business is said to be:

- (A) Effective but not efficient
- (B) Efficient but not effective
- (C) Both effective and efficient
- (D) Neither effective nor efficient

Q. 3. Identify the dimension of the characteristic of management- "it is multidimensional", which specifies that the task of management is to make the strengths of human resources effective and their weaknesses irrelevant towards achieving the organization's objectives.

- (A) Management of work
- (B) Management of people
- (C) Management of operations
- (D) Management of goals

Q.4. The Topper group is looking to make a foray into manufacturing of semiconductors and it has set up a business to seize the business opportunity and add to its prospects in the long run. The company has already pivoted into a number of new projects like electronics, 5G network equipment, as well as semiconductors. Which economic objective of management does the business seek to fulfill?

- (A) Survival
- (B) Growth
- (C) Profit
- (D) Efficiency

Q.5. Ravi joined a marketing firm as a sales manager. On his first day in the company, during the orientation programme, the CEO of the company told Ravi that he will have to simultaneously perform the functions of management (planning, organising, staffing, directing, controlling) all the time. Which characteristic of management was the CEO referring to?

- (A) Management is a continuous process.
- (B) Management is all pervasive.
- (C) Management is multidimensional.
- (D) Management is goal oriented.

Q.6. is used extensively for all types of activities and mainly for taking charge of different activities in any enterprise.

- (A) Planning
- (B) Management
- (C) Coordination
- (D) Staffing

Q.7. “A manager in a conscious manner has to ensure that even where members of a department willingly cooperate, coordination gives direction to the willing spirit.”

The characteristic of coordination being highlighted above is :

- (A) Coordination is the responsibility of all managers.
- (B) Coordination is a deliberate function.
- (C) Coordination integrates group efforts.
- (D) Coordination is a continuous process

ASSERTION & REASONING(Q 8 TO 10)

Directions: In the following questions, a statement of Assertion (A) is followed by a statement of Reason (R).

Mark the correct choice as:

- (A) Both Assertion (A) and Reason (R) are true, and Reason (R) is the correct explanation of Assertion (A).
- (B) Both Assertion (A) and Reason (R) are true, but Reason (R) is not the correct explanation of Assertion (A).
- (C) Assertion (A) is true, but Reason (R) is false.
- (D) Assertion (A) is false, but Reason (R) is true.

Q. 8. Assertion (A): Coordination begins at the planning stage and continues till controlling.

Reason (R): Coordination is a one-time process.

Q.9. Assertion (A): Coordination integrates group efforts.

Reason (R): Coordination unifies unrelated or diverse interests into purposeful work activity.

Q.10. Assertion (A): Profession involves skilful and personal application of existing knowledge to achieve desired results.

Reason (R): Experts in their respective areas have derived certain basic principles which are applicable to a particular form of art.

Q.11. Name the process of working with and through others to effectively achieve organisational objectives by efficiently using limited resources in a changing environment.

- a) Management
- b) Planning
- c) Organising
- d) Controlling

Q.12. At times business may concentrate more on producing goods with fewer resources I.e., cutting down cost but not achieving the target production.

Consequently, the goods do not reach the market and hence the demand for them declines and competitors enter the market. This is a case of:

- a) Being efficient but not effective
- b) Being effective but not efficient
- c) Being both effective and efficient
- d) All of these

Q.13. “Every member of an organisation has a different purpose for joining the organisation but as members of the organisation they work towards fulfilling the common organisational goal. This requires team work and coordination of individual effort in a common direction.” Identify the characteristic of management highlighted above.

- a) Management is a goal-oriented process
- b) Management is a group activity
- c) Management is multi-dimensional
- d) Management is a dynamic function

Q.14. Match the objective of management in Column I with their respective definition in Column II:

Column I

- A) Survival
- B) Profit
- C) Growth

Column II

- i) Increase in the number of employees, the number of products or increase in the capital investment, etc.
- ii) A Vital Incentive for the continued successful operation of the Enterprise.
- iii) An organisation must earn enough revenues to cover costs.

- a) i), ii), iii)
- b) ii), i), iii)
- c) iii), ii), i)
- d) i), iii), ii)

Q.15. Identify the point of significance of management illustrated in the picture.



- a) Management helps in achieving group goals
- b) Management helps in achieving personal objectives
- c) Management helps in development of society
- d) Management increases efficiency

CASE BASED QUESTIONS

Q.16. Captcha Ltd. is a construction company in which all the employees learn various ways of dealing with diverse situations from their seniors. Company provides financial as well as non-financial incentives. This helps the employees to grow and develop their abilities. The organisation behaves as a responsible constituent of society and always creates good quality products. It has a positive image in the market. The training modules are excellent and the employees always try to find unique ways of providing solutions in the context of rapidly changing business environment. This has helped the organisation to adjust smoothly. Identify and state three points of importance of management being highlighted here.

Q.17. Top management plans for the entire organization. According to these plans the organizational structure is developed and staffed. In order to ensure that these plans are executed according to plans, directing is required. Any discrepancies between actual and realized activities are then taken care of at the stage of controlling. Name and explain the process highlighted above which started at the planning stage itself and is implicit and inherent in all the functions of management in an organization.

Q.18. Pallavi started a wedding planner company 'Dreams Unlimited' in 2016 and her target was to be amongst the top 10 companies in this field within the next three years. For this she employed people having different skills. She worked hard and united the efforts of different people to achieve this goal. The requirements of the customers in this industry changed very fast and the company adapted to keep pace with the changing environment. As planned, the company achieved its target within three years. All the employees of the organisation were happy and satisfied and the effect of management was noticeable in the organisation. The way Pallavi was managing her business highlights some of the features of management. By quoting lines from the above paragraph, explain any two such features.

Q.19. Saggar Ltd. believes in coordination among departments and activities. The company relies heavily on professional coordination. For this the company takes steps throughout the year. Coordination is kept in mind by all the

managers regardless of the level they are working at. Throughout the year the various activities are synchronized without failure. Every department ensures that within it every employee and operation is guided by the theme of proper coordination. Whenever an employee takes an action he consults others, whenever needed, thus properly contributing to his team. The process of coordination is just not limited to the employees. Even at the departmental level the various departments use this binding force to create perfect harmony among them so that the organisational goals can be fulfilled. All the coordination that occurs in the organisation is a result of proper training and premeditated attempts by the company to get the best results possible. .

The above case represents all the characteristics of coordination. Identify the lines which represent them and also name the characteristics.

Q.20. Dheeraj, Neeraj and Suraj are three friends. They work in the same company. They are managers but they belong to three different levels of management. Every day they meet and discuss their work with each other. One day they were having a conversation. Dheeraj said, "These days I am having a lot of problems motivating the people at Shop Floor. I have decided to purchase two new machines. I know I will have to set an example by being the best leader." Neeraj said, "I am having problem with knowing the exact requirement of people in my department. Different polices have to be informed to the employees so that they become aware of our company's goals. I also have to coordinate with other departmental heads to know their requirements." Suraj said, "I have to decide for long term. I know I will be ultimately responsible for every activity. All the policies and strategies require a lot of planning before formulation." In the above case identify the different levels of management these three friends belong to.