

**Model Question-3**  
**Sub: Business Studies - XII**

**Time: 3 hrs**

**F.M. : 75**

**P.M. : 30**

**Group 'A'**

**Very short answer questions (11×1 = 11)**

1. Define management?
2. State any two pit falls of planning.
3. What do you mean by decision making?
4. Draw a functional organization structure.
5. Write the types of communication.
6. What is supervision?
7. Why motivation is important for employee?
8. State any two feature of family business management.
9. What is supply chain management?
10. Why talent management is important for an organization?
11. List out the qualities of business letter.

**Group 'B'**

**Short answer questions (8×5= 40)**

12. "Management is an art". Explain. 5
  13. Briefly discuss the Fayol's administrative management theory. 5
  14. How managers make decision in a business organization? 5
- Or
- Briefly describe the rationale of planning in a business organization.
15. Explain scientific management. 5
  16. Analyze the role of manager as a leader. 5
  17. Describe essentials of an effective control. 5
- Or
- Elucidate psychological and semantic barriers of effective communication.
18. What is quality management? Discuss its components. 1+4
  19. Draft an application letter for the post of marketing assistant. 5

**Group 'C'**

**Long answer questions (3×8=24)**

20. Why top managers are unwilling to delegate authority? State any three differences between delegation and decentralization of authority. 4+4
  21. Critically examine the Maslow's theory of motivation. 8
  22. Formulate a business plan including its major elements. 8
- Or

What is conflict management? What do you think, what could be the cause of conflict in an organization?

\*\*\*