



INDIAN SCHOOL MUSCAT
SENIOR SECTION
DEPARTMENT OF COMMERCE AND HUMANITIES
CLASS: XI
BUSINESS ADMINISTRATION
WORKSHEET: NO: 01
CHAPTER: 1
INTRODUCTION TO BUSINESS OPERATION



I. MULTIPLE CHOICE QUESTIONS (1 Mark)

1. Which of the following is not a characteristic of business?
 - (a) Production of goods and services
 - (b) Sale or exchange of goods and services
 - (c) Risk element
 - (d) wages and salaries
2. Which broad category of industries involves assembling of parts to make a new product?
 - (a) Primary
 - (b) Secondary
 - (c) Tertiary
 - (d) Extractive
3. In which of these category of industries covers sugar mill and oil refinery?
 - (a) Primary
 - (b) Tertiary
 - (c) Secondary
 - (d) Genetic
4. The occupation in which people work for others and get remunerated.
 - (a) Business
 - (b) Profession
 - (c) Employment
 - (d) Proprietor
5. The industries which provide support services to other industries.
 - (a) Primary
 - (b) Tertiary
 - (c) Secondary
 - (d) Commercial
6. The following broad category of industry covers fishing and fish hatchery.
 - (a) Primary
 - (b) Tertiary
 - (c) Secondary
 - (d) Construction
7. The day to day functions of the business conducted for the purpose of generating profit is known as:
 - (a) Organization
 - (b) Operations management
 - (c) Business operations
 - (d) Non economic activity
8. The types of business operations includes:
 - (a) Service Business
 - (b) Manufacturing business
 - (c) Merchandising business
 - (d) All of these
9. The possibility of inadequate profits and even losses due to uncertain environment is known as :
 - (a) Business risk
 - (b) Business operations
 - (c) Operations management
 - (d) Merchandising
10. The three fundamental management imperatives to increase the value of business is:
 - (a) Generate recurring income
 - (b) Increase value of business
 - (c) Secure it's income and value
 - (d) All of these

II. Short answer type questions (2 Marks)

11. Give any two examples for primary and secondary industry.
12. Explain how economic activities are different from non-economic activities.
13. How is analytical industry different from synthetic industries?
14. Mention the ways of increasing the value of business.
15. Explain why business is considered as an economic activity.
16. Rohit, a student of class 11, sold a book at a profit. Will it be considered a business? Why?

III. Short answer type questions (3 / 4 Marks)

17. What are secondary industries? Mentioned the different types of secondary industries.
18. Write three fundamental management imperatives.
19. Explain business operations with its types.
20. Differentiate between industry, commerce and trade.
21. After doing MBA, Saju joined his father's business on a salary of Rs 100,000 per month. His elder brother, who is a leading lawyer, gives legal consultancy for the business and charges fee for the same. Name the economic activities in which the three family members are engaged.
22. Compare business, profession and employment.
23. Describe the activities relating to commerce.
24. Elaborate the concept "management of business operations".
25. Explain the different types of external trade.
26. Manufacturing industries are engaged in producing goods in which it passes through successive stages and thus creating form utilities. In case of cement various ingredients are combined while in oil refinery different elements from the same materials are separated. Car is the end result of assembling of different component parts and sugar involves successive stages for manufacturing. Mention and explain the categories the manufacturing industries may be divided on the basis of method of operation of production.

IV. Long answer type questions (5 / 6 Marks)

27. Briefly explain the characteristics of business.
28. Explain the various types of primary and secondary industries with examples.
29. Discuss the various obstacles in the exchange of goods and services. How does commerce remove these obstacles?