



INDIAN SCHOOL MUSCAT SECOND PERIODIC TEST



BUSINESS STUDIES

CLASS: XII

Sub. Code: 054

Time Allotted:

1 Hr.

23.09.2018

Max. Marks: 20

EXPECTED VALUE POINTS AND SCHEME OF EVALUATION

Q.NO.	Answers	Marks (with split up)												
1.	Formal Organisations	1												
2.	Span of management refers to the number of subordinates that can be effectively managed by a superior.	1												
3.	<table border="1"> <thead> <tr> <th></th><th>Training</th><th>Development</th></tr> </thead> <tbody> <tr> <td>1</td><td>It is a process of increasing knowledge and skills.</td><td>It is a process of learning and growth</td></tr> <tr> <td>2</td><td>It is to enable the employee to do the job better.</td><td>It is to enable the overall growth of the employee.</td></tr> <tr> <td>3</td><td>It is a job oriented process.</td><td>. It is a career oriented process.</td></tr> </tbody> </table>		Training	Development	1	It is a process of increasing knowledge and skills.	It is a process of learning and growth	2	It is to enable the employee to do the job better.	It is to enable the overall growth of the employee.	3	It is a job oriented process.	. It is a career oriented process.	3
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4.	9a) External source of recruitment i.e. Labour Contractor has been used by Yellow Swcurities Services Ltd. (b) One disadvantage- the new employees may take longer time to settle in the organization. (c) Selection -Selection is the process of identifying and choosing the best person out of a number of prospective candidates for a job (d) Values- reliability/dependability; generating employment opportunities	4												
5.	(a) Organising (b) Steps involved in the process of organizing are :- (i) Identification and division of work (ii) Departmentalisation (iii) Assignment of duties (iv) Establishing reporting relationships (Discuss)	5												
6.	(a) Motivation is a complex process as the individuals are heterogeneous in their expectations, perceptions and reactions. Any type of motivation may not have uniform effect on all the members. (b) (i) Basic Physiological Needs: These needs are most basic in the hierarchy and corresponds to primary needs. Hunger, thirst, shelter, sleep and sex are some examples of these needs. In the organisational context,	6												

	<p>basic salary helps to satisfy these needs.</p> <p>(ii) Safety/Security Needs: These needs provide security and protection from physical and emotional harm. Examples: job security, stability of income, Pension plans etc.,</p> <p>(iii) Affiliation/Belonging Needs: These needs refer to affection, sense of belongingness, acceptance and friendship. (iv) Esteem Needs: These include factors such as self-respect, autonomy status, recognition and attention.</p> <p>(v) Self Actualisation Needs: It is the highest level of need in the hierarchy. It refers to the drive to become what one is capable of becoming. These needs include growth, self-fulfillment and achievement of goals</p>	
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