



INDIAN SCHOOL MUSCAT FINAL TERM EXAMINATION

BUSINESS ADMINISTRATION

CLASS: XI

Sub. Code: 833

Time Allotted:

3 Hrs.

10.02.2019

Max. Marks:

EXPECTED VALUE POINTS AND SCHEME OF EVALUATION

Q.NO.	Answers	Marks (with split up)
1.	Transportation and Insurance	$\frac{1}{2} + \frac{1}{2}$
2.	Partnership can be defined as the relation between persons who have agreed to share the profit of the business carried on by all or any one of them acting for all.	1
3.	Monitoring whether the actual production is done as per the plan or not in order to take corrective actions in case of deviations.	1
4.	In organization every individual is assigned a part of the total work and not the whole task due to this division of work and assignment of work according to qualification leads to specialization.	1
5.	Industry is related to activity concerned with conversion of raw materials into final products. Commerce is concerned with activities supporting trade.	2
6.	Loyal – Once these consumers find the right company to do business they will remain loyal & often become a promoter of the brand. Discount consumers – They always hunt for discounts. They make purchases when there is some kind of offers or discounts.	2
7.	Internal correspondence – It is the written communication between the employees working under the same units, different departments and between different branches of the same organization. Eg. Promotion letter, Letter of approval, Memorandum etc., Personalized Correspondence – It is written communication within an organization which involves personal and emotional factors. Eg. Letter of congratulations, Letter of request etc.,	1 + 1
8.	1. Service 2. Merchandising business 3. Manufacturing business Point with explanation.	1 + 1 + 1
9.	1. Identify business opportunities, 2. Identify threats 3. Tapping useful resources, 4. Coping with rapid changes, 5. Improving performance. Point with explanation.	1 + 1 + 1
10.	This type of organization also known as military type of organization as it follows discipline in high order. In this type of organization business activities are divided into 3 group's viz. production, sales and finance. Each department is divided into self-contained sections followed by foreman and workers. Advantages 1. Strong in discipline, 2. Quick decision making 3. No duplication of works Any two advantages.	1 + 1 + 1

11.	1. Investment decision 2. Dividend decision 3. Financing decision. Point with explanation.	1 + 1 + 1
12.	1. Lack of ownership 2. Intangibility 3. Inseparability 4. Variability 5. Perishability 6. User participation. Any 4 point with explanation.	1 + 1 + 1 + 1
13.	1. Division of work 2. Co-ordination 3. Common objectives 4. Co-operative relationship 5. Well defined authority responsibility relationship. Any 4 point with explanation.	1 + 1 + 1 + 1
14.	Basis of difference 1. No. of members. 2. No. of directors 3. Minimum paid up capital 4. Issue of prospectus 5. Commencement	1 + 1 + 1 + 1
15.	1. Clarity 2. Correctness 3. Concreteness 4. Conciseness 5. Completeness 6. Consideration 7. Courtesy. Any 4 point with explanation.	1 + 1 + 1 + 1
16.	1. Economic environment 2. Social environment 3. Legal environment 4. Technological environment 5. Political environment Points with explanation.	1 + 1 + 1 + 1 + 1
17.	1. Artificial person 2. Separate legal entity 3. Perpetual succession 4. Control 5. Limited liability 6. Common seal Any 5 points with explanation.	1 + 1 + 1 + 1 + 1
18.	1. Manpower planning 2. Recruitment 3. Selection 4. Training 5. Performance appraisal 6. Reward 7. Personnel records Any 6 points with explanation.	1 + 1 + 1 + 1 + 1 + 1
19.	Group created by the organizations which have designated work assignments and tasks to achieve organizational goals. 1. Forming 2. Storming 3. Norming 4. Performing 5. Adjourning. Points with explanation.	1 + 1 + 1 + 1 + 1 + 1