

**Guess Paper**  
**Business Studies (054)**  
**Class 12**

MM: 40

Time: 2 Hours

- General Instructions: 1. This is a Subjective Question Paper containing 12 questions.
2. This paper contains 4 questions of 2 marks each, 4 questions of 3 marks each and 4 questions of 5 marks each.
  3. 2 marks questions are Short Answer Type Questions and are to be answered in 30-50 words.
  4. 3 marks questions are Short Answer Type Questions and are to be answered in 50-80 words.
  5. 5 marks questions are Long Answer Type Questions and are to be answered in 80-120 words.
  6. This question paper contains Case/Source Based Questions.

1. Mention two techniques of estimating manpower requirement. 2
2. Charu is a chartered accountant in Prakash Ltd. During the course of meeting with directors she came to know that as against the previous years, this year company is going to declare handsome dividend offer. It is observed that when such news becomes public then the share market jumps up. Considering it, Charu purchased large number of company's shares before this news reached the public.
  1. Identify the type of malpractice used by Charu.
  2. Name the authority which regulates such behaviour. 2
3. Babita Ltd. is engaged in manufacturing machine components. The target production is 250 units per day per worker. The company had been successfully attaining this target until two months ago. Over the last two months it has been observed that daily production varies between 200-210 units per worker. Name the function of management

and identify the step in the process of this function which helped in finding out that the actual production of a worker is less than the set target. 2

4. Name & explain the methods of recruitment in the following cases:

1. A company gets applications on and off even without declaring any vacancy. However, as and when the vacancy arises, the company makes use of such applications.

2. Casual vacancies of unskilled or semi-skilled jobs when there is a rush of order or when some permanent workers are absent. 2

5. To satisfy the social and physiological needs which type of incentives are needed? Explain any two types of such incentives. 3

6. Differentiate between formal communication and informal communication on the basis of: Channel, Nature and speed.

Or

State the meaning of different types of Leadership styles 3

7. Name the process which helps in estimating the future finance requirements of an organisation. Also, give two importance of that process. 3

8. D & D Ltd. is a large manufacturing unit. Recently, the company has conducted the 'time' and 'motion' studies and concluded that on an average a worker could produce 120 units per day. However, it has been noticed that average daily production of a worker is in the range of 80-90 units. Which function of management is needed to ensure that the actual performance is in accordance with the performance as per 'time' and 'motion' studies? State four features of this function of management 3

9. Nishant, the director of a garments company, is planning to manufacture bags for the utilisation of waste material from one of his garment's units. He has decided that this manufacturing unit will be set up in a rural area of Odisha where people have very few job opportunities and labour is available at very low rates. He has also thought of giving equal opportunities to men and women. For this, he wants four different heads for Sales,

Accounts, Purchase and Production. He gives an advertisement and shortlists ten candidates per post after conducting different selection tests.

(i) Identify and state the next five steps for choosing the best candidate out of the candidates shortlisted. 5

10. Under consumer protection, who can file a complaint?

Or

What are the Remedies/Reliefs available to the consumer under Consumer Protection Act? 5

11. Distinguish between money market and capital market. 5

12. 'G Motors' is the manufacturer of sophisticated cranes. The production manager of the company, reported to the chief executive officer, Ashish Jain that one of the machines used in manufacturing sophisticated cranes had to be replaced to compete in the market, as other competitors were using automatic machines for manufacturing cranes. After a detailed analysis, it was decided to purchase a new automatic machine having the latest technology. It was also decided to finance this machine through long-term sources of finance. Ashish Jain compared various machines and decided to invest in the machine which would yield the maximum returns to its investors.

(i) Identify the financial decision taken by Ashish Jain.

(ii) Explain any three factors affecting the decision identified in (i) above.

Or

Sana is a young professional employed in a multinational company. Her annual package is of `6 lakh. Since she lives with her parents, therefore she is able to save a major part of her earnings. Her friends are constantly advising her to invest in shares. But, she is not aware about the nitty-gritties regarding the functioning of the stock-exchange. So, she decided to invest in equity through the primary market, assuming that this will help her to earn stable dividends. But her father,

who was a retired bank officer told her that even dividends are not stable as they are affected by several factors.

- (i) Is Sana's father right in his assertion?
- (ii) Explain the following as factors affecting 'dividend decision'.

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23 Years Experience