

GUJARAT SECONDARY & HIGHER SECONDARY EDUCATION BOARD, GANDHINAGAR
UNIT TEST-5

Std. : 12 (General Stream)

Total Marks : 25

Sub. : Org. of Commerce 046 (E)

Time : 1 Hour

Instructions :

I. There are 15 questions in this unit test.

II. Students have to write the answer of this unit test in their note-book.

SECTION : A

Questions from 1 to 5 are multiple choice questions. Select the correct answer from the options. (Each question carries 01 marks.) [05]

- (1) At which level of management direction is required ?
(A) Top (B) Middle (C) Bottom (D) All of them
- (2) Who is responsible for the work of workers and foremen ?
(A) Departmental Officer (B) Supervisor
(C) Manager (D) Worker
- (3) Which of these is related to financial incentives ?
(A) Promotion (B) Appreciation
(C) Job security (D) Appreciation of work and reward
- (4) Which is the last function of management ?
(A) Planning (B) Organization (C) Staffing (D) Controlling
- (5) How is controlling not a process ?
(A) Continuous (B) Internal (C) Rigid (D) Dynamic

SECTION : B

Answer the following questions from 6 to 10 in one sentence each. [05]
(Each question carries 01 marks)

- (6) Define Direction.
- (7) What do you mean by supervision ?
- (8) With which function of management is planning closely related ?
- (9) Which external factors jeopardize the very existence of a business ?

(10) Which is the first stage of the controlling process ?

SECTION : C

Answer the following questions 11 to 12 in short.

[04]

(Each question carries 02 marks.)

(11) Give the list of elements of direction.

(12) "Controlling is not a negative function." Justify the statement.

SECTION : D

Answer the following questions from 13 to 14 in brief.

[06]

(Each question carries 03 marks.)

(13) "Supervisor is a friend, philosopher and guide of workers." Explain.

OR

(13) Explain the importance of direction.

(14) Explain any six points of importance of controlling.

SECTION : E

Answer the following question 15 in details.

[05]

(15) Explain the Maslow's hierarchy of needs with diagram.

OR

(15) Explain financial incentives.