

BIHAR BOARD QUESTION PAPER
INTERMEDIATE EXAMINATION - 2021

इंटरमीडिएट परीक्षा - 2021

(ANNUAL / वार्षिक)

BUSINESS STUDIES

Time: 3 Hours 15 Minutes]

[Full Marks: 100

Instructions for the candidates:

1. Candidate must enter his/her Question Booklet Serial No. (10 Digits) in the OMR Answer Sheet.
2. Candidates are required to give their answers in their own words as far as practicable,
3. Figures in the right hand margin indicate full marks.
4. 15 minutes of extra time have been allotted for the candidates to read the questions carefully.
5. This question booklet is divided into two sections-Section-A and Section B.
6. In Section-A, there are 100 objective type questions, out of which any 50 questions are to be answered. If more than 50 questions are answered, then only first 50 will be evaluated. Each question carries 1 mark. Darken the circle with blue/black ball pen against the correct option on OMR Answer Sheet provided to you. Do not use whitener/liquid/blade/ nail etc. on OMR Answer Sheet, otherwise the result will be invalid.
7. In Section-B, there are 30 short answer type questions. Each carrying 2 marks, out of which any 15 questions are to be answered. Apart from this, there are 8 long answer type questions, each carrying 5 marks, out of which any 4 questions are to be answered.
8. Use of any electronic appliances is strictly prohibited.

SECTION-A (OBJECTIVE TYPE QUESTIONS)

Question Nos. 1 to 100 have four options, out of which only one is correct. Answer any 50 questions. You have to mark your selected option, on the OMR-Sheet.

1. Centralisation refers to

- (a) Retention of decision making authority
- (b) Dispersal of decision making authority
- (c) Creating divisions as profit centres
- (d) Opening new centres or branches

2. Methods of training are

- (a) Job rotation training
- (b) On the job training
- (c) Apprenticeship training
- (d) All of these

3. Staffing is

- (a) to plan
- (b) to control
- (c) to direct
- (d) to appoint the persons on work

4. Necessary for effective communication is

- (a) Clarity
- (b) Courtesy
- (c) Continuity
- (d) All of these

5. If you want to keep a proof of your communication, you should use communication.

- (a) Informal
- (b) Formal
- (c) Verbal
- (d) None of these

6. Which one of the following is not an element of direction ?

- (a) Motivation
- (b) Communication
- (c) Delegation
- (d) Supervision

7. The motivation theory which classifies needs in hierarchical order is developed by

- (a) Fred Luthans
- (b) Scott
- (c) Abraham Maslow
- (d) Peter F. Drucker

8. Which of the following is a financial incentive?

- (a) Promotion
- (b) Stock Incentive
- (c) Jobn Security
- (d) Employee Participation

9. Which of the following is not an element of communication process?

- (a) Decoding
- (b) Communication
- (c) Channel
- (d) Receiver

10. An efficient control system helps to

- (a) accomplish organisational objectives
- (b) boost employee morale
- (c) judge accuracy of standards
- (d) all of these

11. Money spent on marketing is

- (a) Wastage
- (b) Unnecessary expenditure
- (c) Burden on the customers
- (d) Investment

12. Marketing expenditure is a burden

- (a) on industry
- (b) on businessmen
- (c) on consumers
- (d) all of these

13. For business, marketing is

- (a) compulsory
- (b) necessary
- (c) unnecessary
- (d) luxury

14. The advantage of marketing is to

- (a) Consumers
- (b) Businessmen
- (c) Manufactures
- (d) all of these

15. Marketing concept is

- (a) Production-oriented
- (b) Sales-oriented
- (c) Customer-oriented
- (d) All of these

16. Entrepreneurship fails to lead

- (a) Partnership firm
- (b) New corporate division
- (c) New subsidiary venture
- (d) None of these

17. According to sociological approach, entrepreneurship is

- (a) Process of sensitivity
- (b) Process of role performance
- (c) Process of economic change
- (d) All of these

18. In India, entrepreneurial development programme is

- (a) Necessary
- (b) Unnecessary
- (c) Wastage of time
- (d) Wastage of Money

19. Entrepreneuril development programme provides

- (a) Self-employment
- (b) Increase in skill of entrepreneur
- (c) Education & Training
- (d) All of these

20. In India, entrepreneurial development programme has been

- (a) Successful
- (b) Unsuccessful
- (c) Need of improvement
- (d) None of these

21. Administration is

- (a) Art
- (b) Science
- (c) Art and Science both
- (d) None of these

22. The social responsibility of management is

- (a) towards all
- (b) towards employees only
- (c) towards the government
- (d) towards consumers only

23. Management is an art of

- (a) doing work oneself
- (b) taking work from others
- (c) both for doing work oneself and taking work from others
- (d) none of these

24. "Management is a profession." This statement is of

- (a) George R. Terry
- (b) American Management Association
- (c) Henry Fayol
- (d) none of them

25. The nature of management is

- (a) as an inborn ability
- (b) as an acquired ability
- (c) as inborn and acquired ability both
- (d) none of these

26. The essence of management is

- (a) Coordination
- (b) Organisation
- (c) Staffing
- (d) None of these

27. The father of scientific management is

- (a) Gilberth
- (b) Taylor
- (c) Robertson
- (d) Kimbal

28. Mental revolution is the essence of

- (a) Scientific management
- (b) Combination
- (c) Rationalisation
- (d) All of these

29. The experiments done by Taylor under scientific management were

- (a) Motion study
- (b) Fatigue study and Time study
- (c) Motion study, Fatigue study and Time study
- (d) None of these

30. Wages given to workers in traditional management are

- (a) Low
- (b) High
- (c) Maximum
- (d) None of these

31. Financial manager takes decision as to

- (a) Finance
- (b) Investment
- (c) Dividend
- (d) All of these

32. Financial Management is

- (a) Art
- (b) Science
- (c) Art and Science both
- (d) None of these

33. Traditional approach of financial management was discarded during

- (a) 1910-20
- (b) 1920-30
- (c) 1930-40
- (d) 1940-50

34. Characteristics of sound financial planning are

- (a) Simplicity
- (b) Liquidity
- (c) Economy
- (d) All of these

35. The process of financial planning is

- (a) determination of financial objectives
- (b) determination of financial policies
- (c) determination of financial procedures
- (d) all of these

36. Money market deals in

- (a) Short term funds
- (b) Medium term funds
- (c) Long term funds
- (d) None of these

37. Capital market deals in

- (a) Short term funds
- (b) Middle term funds
- (c) Long term funds
- (d) None of these

38. creates liquidity.

- (a) Organised market
- (b) Unorganised market
- (c) Primary market
- (d) Secondary market

39. New issued shares are dealt in

- (a) Secondary market
- (b) Primary market
- (c) Secondary and Primary markets both
- (d) None of these

40. Legally SEBI was established in

- (a) 1988
- (b) 1990
- (c) 1992
- (d) 1994

41. depends on the sweet will of employees.

- (a) Formal Organisation
- (b) Functional Organisation
- (c) Informal Organisation
- (d) Divisional Organisation

42. In case of informal organisation authorities are

- (a) Decentralised
- (b) Centralised
- (c) Equally distributed
- (d) None of these

43. organisation is formed automatically.

- (a) Functional
- (b) Informal
- (c) Formal
- (d) Divisional

44. Money spent on staffing is

- (a) wastage of money
- (b) necessary
- (c) investment
- (d) none of these

45. Staffing is the responsibility of

- (a) Lower management
- (b) Middle management
- (c) Top management
- (d) All of these

46. Human resource management includes

- (a) Recruitment
- (b) Selection
- (c) Training
- (d) All of these

47. Staffing is

- (a) Part of organisation
- (b) Function of personnel management
- (c) Function of management
- (d) All of these

48. Main elements of direction are

- (a) 2
- (b) 3
- (c) 4
- (d) 6

49. Direction is required at the level of management.

- (a) Top
- (b) Middle
- (c) Lower
- (d) All of these

50. Direction is related to employees at

- (a) Top level
- (b) Middle level
- (c) Lower level
- (d) All levels

51. Co-ordination is

- (a) Voluntary
- (b) Necessary
- (c) Unnecessary
- (d) Wastage of time

52. Coordination is established

- (a) between groups
- (b) between departments
- (c) between management and workers
- (d) all of these

53. Which is not a function of management?

- (a) Planning
- (b) Staffing
- (c) Cooperating
- (d) Controlling

54. Management is

- (a) an art
- (b) a science
- (c) both art and science
- (d) neither art nor science

55. Which of the following is not an objective of management?

- (a) Earning profits
- (b) Growth of the organisation
- (c) Providing employment
- (d) Policy making

56. By Scientific Management, working hours of workers are

- (a) Increased
- (b) Decreased
- (c) No effect
- (d) None of these

57. Henry Fayol's principles of management are

- (a) 5
- (b) 10
- (c) 14
- (d) 15

58. Henry Fayol was born in

- (a) Japan
- (b) France
- (c) Germany
- (d) America

59. Which are not principles of management?

- (a) Universal
- (b) Flexible
- (c) Absolute
- (d) Behavioural

60. How are principles of management formed?

- (a) In a laboratory
- (b) By experiences of managers
- (c) By experiences of customers
- (d) By social scientist

61. Which one of the following is not the importance of principles of management ?

- (a) Increases in efficiency
- (b) Initiative
- (c) Optimum utilisation of resources
- (d) None of these

62. Henry Fayol was a/an

- (a) Social Scientist
- (b) Mining Engineer
- (c) Accountant
- (d) Production Engineer

63. Which of the following does not characterise the business environment?

- (a) Uncertainty
- (b) Employees
- (c) Relativity
- (d) Complexity

64. Which of the following is an example of social environment?

- (a) Money supply in the economy
- (b) Consumer Protection Act.
- (c) The Constitution of the country
- (d) Composition of family

65. Planning is

- (a) Goal-oriented
- (b) Objective-oriented
- (c) Mental process
- (d) All of these

66. The planning is..... step of management.

- (a) First
- (b) Medium
- (c) Final
- (d) Optional

67. In a large enterprise delegation is

- (a) Voluntary
- (b) Necessary
- (c) Compulsory
- (d) None of these

68. For delegation to be effective, it is essential that responsibility is accompanied with necessary

- (a) Authority
- (b) Man-power
- (c) Incentive
- (d) Promotion

69. Which of the following does not follow the scalar chain?

- (a) Functional structure
- (b) Divisional structure
- (c) Formal organisation
- (d) Informal organisation

70. A tall structure has a

- (a) Narrow span of management
- (b) Wide span of management
- (c) No span of management
- (d) Less levels of management

71. Controlling function of an organisation is

- (a) Forward looking
- (b) Backward looking
- (c) Forward as well as backward looking
- (d) All of these

72. Other things remaining the same, an increase in the tax rate on corporate profits

- (a) make debt relatively cheaper
- (b) make debt relatively less cheaper
- (c) have no impact on the cost of debt
- (d) none of these

73 . Companies with higher growth potential are likely to

- (a) Pay lower dividends
- (b) Pay higher dividends
- (c) Dividends are not affected by growth consideration
- (d) None of these

74. Financial leverage is called favourable if

- (a) Return on Investment is lower than cost of debt
- (b) Return on Investment is higher than cost of debt
- (c) Debt is easily available
- (d) If the degree of existing financial leverage is low

75. Primary and secondary markets

- (a) compete with each other
- (b) complement each other
- (c) function independently
- (d) control each other

76. Total number of Stock Exchanges in India is

- (a) 20
- (b) 21
- (c) 22
- (d) 23

77. The settlement cycle in NSE is

- (a) T+5
- (b) T+3
- (c) T+2
- (d) T+1

78. Barriers to entrepreneurship stifle

- (a) Innovation
- (b) Profitability
- (c) Uncertainty
- (d) None of these

79. Entrepreneurship is ensured by

- (a) Subsidiaries
- (b) Larger firm
- (c) Medium firm
- (d) Small firm

80. Entrepreneurial features are related with which of the following?

- (a) Work creating activity
- (b) Profit creating activity
- (c) Risk taking activity
- (d) None of these

81. Production in scientific management is

- (a) Maximum
- (b) Minimum
- (c) Normal
- (d) None of these

82. Main component (s) of New Economic Policy is/are

- (a) Liberalisation
- (b) Globalisation
- (c) Privatisation
- (d) All of these

83. Planning is

- (a) Short term
- (b) Middle term
- (c) Long term
- (d) For all terms

84. "A plan is a trap to capture the future." This statement is of

- (a) Newman
- (b) Hurley
- (c) Allen
- (d) Terry

85. According to George R. Terry, the types of planning are

- (a) 8
- (b) 6
- (c) 4
- (d) 2

86. For all the managerial activities planning is

- (a) beginning
- (b) end
- (c) beginning and end both
- (d) none of these

87. A good plan is

- (a) Expensive
- (b) Time consuming
- (c) Flexible
- (d) Rigid

88. Organising process involves

- (a) Grouping of identical work
- (b) Division of a work
- (c) Assigning work to appropriate persons
- (d) all of these

89. There is no discipline in

- (a) Divisional Organisation
- (b) Functional Organisation
- (c) Formal Organisation
- (d) Informal Organisation

90. There is no partiality in

- (a) Formal Organisation
- (b) Informal Organisation
- (c) Divisional Organisation
- (d) Functional Organisation

91. Element (s) of management is/are

- (a) Supervision
- (b) Motivation
- (c) Leadership
- (d) All of these

92. Direction is not the aspect of management.

- (a) Practical
- (b) Theoretical
- (c) Inter-personal
- (d) Positive

93. Supervision is

- (a) Necessary
- (b) Unnecessary
- (c) Wastage of time
- (d) None of these

94. Supervision is the..... level of management.

- (a) Top
- (b) Middle
- (c) Low
- (d) All of these

95. Supervisor is..... of the workers.

- (a) Friend
- (b) Guide
- (c) Philosopher
- (d) All of these

96. Control is a/an managerial function.

- (a) Compulsory
- (b) Necessary
- (c) Optional
- (d) None of these

97. Control is the function of management

- (a) First
- (b) Last
- (c) Third
- (d) Second

98. Effective controlling is

- (a) Static
- (b) Determined
- (c) Dynamic
- (d) All of these

99. Main function (s) of Financial Management is/are

- (a) Financial planning
- (b) Procurement of funds
- (c) Allocation of net profits
- (d) All of these

100. Modern concept of financial management is

- (a) Procurement of funds
- (b) Utilisation of funds
- (c) (a) and (b) both
- (d) None of these

SECTION-B (NON-OBJECTIVE TYPE QUESTIONS)

Question Nos. 1 to 30 are Short Answer Type. Answer any 15 questions. Each questions carries 2 marks.

1. Discuss two characteristics of entrepreneurship.
2. State two reasons for the need of Entrepreneurship Development Programmes.
3. Give three advantages of budgetary control.
4. Give any two functions of a supervisor.
5. What is capital structure?
6. Write any three importances of financial management
7. Write two main objectives of economic policies.
8. Explain any two factors of economic environment.
9. State the importance of planning.
10. State the objectives of controlling.
11. What is scientific management?
12. Differentiate between motion study and time study.
13. State any two objectives of personal selling.
14. State any two responsibilities of consumers.
15. What is Lok Adalat ? <https://www.bsebstudy.com>
16. Write the limitations of planning.
17. Give any two demerits of organisation.
18. Distinguish between formal and informal organisations.
19. Define Management.
20. Briefly explain the various levels of management.
21. Distinguish between Management and Administration.
22. What are the external sources of recruitment?
23. Explain the importance of training.

24. Enumerate the characteristics of directing.
25. Give two differences between entrepreneurship and entrepreneur.
26. What is the object of brand?
27. Name any two factors affecting working capital.
28. Define capital market
29. What is SEBI ?
30. Enumerate the elements of marketing mix

Question Nos. 31 to 38 are Long Answer Type. Answer any 4 questions. Each question carries 5 marks.

31. State any five characteristics of management.
32. Explain five principles of management advocated by Henry Fayol.
33. Describe briefly the steps involved in the process of planning.
34. Explain the steps involved in selection process.
35. State the factors affecting capital structure.
36. What are the main functions of financial market?
37. What is meant by marketing? Distinguish between marketing and selling.
38. Explain briefly three-tier machinery under the Consumer Protection Act, 1986.