

ANSWER KEYSECOND YEAR HIGHER SECONDARY EXAMINATION MARCH 20 23PART-~~II~~/IIISUBJECT: BUSINESS STUDIES [HI]CODE NO: SY 271 571VERSION: T80 SCORES2 1/2 HOURS

Qn. No	Sub Qns	Answer Key/Value Points	Score	Total Score
1		a) Newspaper.	1	1
2		a) Chairman - Top level Management	1	1
3		d) All of these.	1	1
4		b) F.W. Taylor	1	1
5		1986	1	1
6		c) Transfer	1	1
7		d) Cash in hand	1	1
8		a) Planning and Controlling	1	1
9		b) Wheel pattern	1	1
10		a) Created by the management	1	1
11		<u>Any two characteristics of management</u> <ul style="list-style-type: none"> <li>• Intangible force</li> <li>• goal oriented process</li> <li>• multidimensional</li> <li>• group activity</li> <li>• All pervasive</li> <li>• Contiguous process</li> <li>• dynamic function</li> </ul>	2x1	2

Qn. No	Sub Qns	Answer Key/Value Points	Score	Total Score
12		<p>Departmentalisation</p> <p>Assignment of duties</p>	<p>1</p> <p>1</p>	2
13		<p><u>Meaning of Business Environment</u></p> <p>Business environment means all the factors and forces which may affect the performance of a business but are beyond the control of the business.</p> <p>(Any meaning relevant to the concept)</p>		2
14		<p><u>Any 2 types of plans (Naming only)</u></p> <p>Single use plans → Project, Budget, Programme</p> <p>Standing plans → Policies, Rules, Methods, Procedures</p> <p>Objectives, Strategies .... etc.</p>	2x1	2
15		<p><u>Meaning of Controlling</u></p> <p>Process of ensuring that the actual activities conform to planned activities.</p> <p>(Or any relevant meaning)</p>		2
16		<p>Motivation</p> <p>Communication</p>	<p>1</p> <p>1</p>	2

Qn. No	Sub Qns	Answer Key/Value Points	Score	Total Score
17		<ul style="list-style-type: none"> <li>* Investment Decision</li> <li>* financing Decision</li> <li>* Dividend Decision</li> </ul>	1 1 1	3
18		<p>(b)</p> <ul style="list-style-type: none"> <li>* Measurement of actual performance</li> <li>* (c) Comparison of actual performance with the standards.</li> <li>* (d) Analysing deviations</li> </ul>	1 1 1	3
19		<p>Price</p> <p>Place</p> <p>Promotion</p>	1 1 1	3
20		<ul style="list-style-type: none"> <li>a) Differential piece wage System</li> <li>c) Standardisation and simplification of work</li> <li>e) Method study</li> </ul>	1 1 1	3
21		<p><u>Any 3 Benefits of Training to employees</u></p> <ul style="list-style-type: none"> <li>✓ Improved skills and knowledge</li> <li>✓ Less prone to Accidents</li> <li>✓ High morale</li> <li>✓ Better career opportunities etc....</li> </ul>	3x1	3

Qn. No	Sub Qns	Answer Key/Value Points	Score	Total Score
22	a) b) c)	Autocratic/ Authoritarian Democratic/ Participative Laissez faire/ Free-rein	1 1 1	3
23		<u>Management as a Science (Any 4 points)</u>  a) Systematised body of knowledge b) Principles based on experimentation c) Universal validity d) Cause and effect relationship etc...	4x1	4
24		<u>Correct Matching:</u>  (a) ——— (iv) (b) ——— (i) (c) ——— (ii) (d) ——— (iii)	1 1 1 1	4
25		<u>Functional Structure (Diagram)</u>  Naming any 4 departments is needed  Eq: Human Resources Marketing Purchasing Research and Development etc...	4x1	4

Qn. No	Sub Qns	Answer Key/Value Points	Score	Total Score
26	a)	<u>fixed Capital</u> → Investment in long term assets	2	4
	b)	<u>Working Capital</u> → Investments made in current assets that provide liquidity to the business. (Any meaningful answer)	2	
27		<u>Any four Consumer rights. (Points only)</u> 1. Right to safety 2. Right to be informed 3. Right to choose 4. Right to be heard 5. Right to consumer education.	4x1	4
28		<u>Any 5 limitations of planning</u> (Explanation is required.) → leads to rigidity → reduces creativity → Involves huge costs → is a time consuming process. → does not work in a dynamic environment → does not guarantee success. (If points only, award 1/2 score each)	5x1	5

Qn. No	Sub Qns	Answer Key/Value Points	Score	Total Score
29		<p><u>Factors affecting the choice of Capital structure</u> (Any 5 points only)</p> <ol style="list-style-type: none"> <li>1. Cash flow position</li> <li>2. Interest coverage ratio</li> <li>3. Debt service coverage ratio</li> <li>4. ROI (Return on Investments)</li> <li>5. Cost of debt</li> <li>6. Tax rate</li> <li>7. Cost of equity</li> <li>8. floatation costs</li> <li>9. Risk consideration</li> <li>10. Flexibility</li> <li>11. Control</li> <li>12. Regulatory framework</li> <li>13. Stock market conditions</li> <li>14. Capital structure of other companies</li> </ol>	5x1	5
30	a)	<p><u>Division of work</u></p> <p>Fayol suggested that the work should be divided into different smaller parts and each part should be entrusted to persons who are most suited to it. It promotes efficiency through specialisation.</p>	2/2	5
	(b)	<p><u>Authority and Responsibility</u></p> <p>Both are co-existing and go arm in arm.</p>		

7/8

Qn. No	Sub Qns	Answer Key/Value Points	Score	Total Score
31		<p><u>Authority</u> is the right of a superior to give orders and instructions to his/her subordinates</p> <p><u>Responsibility</u> is the duty or obligation towards discharging the authority.</p> <p>(Any meaningful explanation is required.)</p> <p><u>Correct Matching is:</u></p> <p>(a) _____ (v)</p> <p>(b) _____ (iv)</p> <p>(c) _____ (i)</p> <p>(d) _____ (ii)</p> <p>(e) _____ (iii)</p>	2½    1 1 1 1 1	5
32		<p><u>Any 4 steps in the process of selection</u> (Need explanation.)</p> <ol style="list-style-type: none"> <li>1) Preliminary Screening</li> <li>2) Selection Tests</li> <li>3) Employment Interview</li> <li>4) Reference and Background checks</li> <li>5) Selection Decision</li> <li>6) Medical examination</li> <li>7) Job offer</li> <li>8) Contract of Employment</li> </ol> <p>(If points only, give ½ score each, maximum 4)</p>	4X2	8

Qn. No	Sub Qns	Answer Key/Value Points	Score	Total Score
33		<p><u>Any four merits of advertising.</u> (Explanation required.)</p> <ul style="list-style-type: none"> <li>• Mass Reach</li> <li>• Enhancing Customer Satisfaction and Confidence</li> <li>• Expressiveness</li> <li>• Economy etc...</li> </ul> <p>[ If points only, 1/2 score each ]</p>	4x2	8
34		<p><u>A. H. Maslow's Need Hierarchy Theory.</u></p> <ul style="list-style-type: none"> <li>• for diagrammatic presentation of the needs in the correct order</li> </ul> <div data-bbox="478 1276 1149 1769" style="text-align: center;"> </div> <ul style="list-style-type: none"> <li>• for explanation of any four of the above. (No score for writing points <sup>only</sup> in the explanation part.)</li> </ul>	4    4	8