



Self Evaluation Test

Time: 3 hours

Maximum Marks: 80

1. 'Grouping similar nature jobs into larger units called departments' is the second step in the process of one of the functions of management. Identify the function. (1)
2. How does organising lead to specialisation? (1)
3. Sarthak Drugs Ltd. is engaged in the production of two drug products – painkillers and beauty cosmetics. The Board of Directors insist on adopting 'Functional Organisational Structure'. Are the directors right in their decision? Give reasons in support of your answer. (1)
4. Ajanta Foods Ltd. is engaged in the trading of 'Noodles'. It has its registered office in Kolkata, manufacturing unit in Solan and marketing department at Delhi. Which type of organisational structure the company should adopt to achieve its target? (1)
5. Ansh Medicines International Pvt. Ltd. is a diversified company and has seven branches all over the world. Each branch is concerned with the production and sales of only one type of medicine. What type of organisational structure would you suggest for the company? (1)
6. Name and explain briefly the type of organisation in which:
(a) Friendly relationship exists among the members
(b) Official relationship exists among the members. (1)
7. Differentiate between formal and informal organisation on the basis of 'origin'. (1)
8. National Vritech Ltd. has grown in size. It was a market leader but with changes in business environment and with the entry of MNCs its market share is declining. To cope up with the situation CEO starts delegating some of his authority to the General Manager, who also felt himself overburdened and with the approval of CEO disperses some of his authority to various levels throughout the organisation. Identify the concept of management discussed above. (1)
9. "Formal organisation is considered better than informal organisation." Do you agree with this statement? Give three reasons. (3)
10. Why does informal organisation exist within the framework of formal organisation? Give any three reasons for the emergence of informal organisations. (3)
11. Formal organisation leads to delay in work and lack of initiatives among the employees. Do you agree? What changes should be introduced in the organisation structure to overcome these problems? (3)
12. "If we delegate the authority we multiply it by two, if we decentralise it we multiply it by many." Explain with an example. (3)
13. A company is manufacturing Televisions, Refrigerators, Airconditioners, Washing machines and Gas stoves using different productive resources and is at the threshold of growth, requiring more employees. Suggest a suitable organisational structure for this company giving reason in support of your answer. Also explain any two advantages of this structure of organising. (3)
14. The directors of Shiv Electronics, an organisation manufacturing T.V. components, have asked Shakti, their Marketing Manager to achieve a target sale of ₹ 500000 per day. Shakti has delegated the task to Manav, his Deputy Sales Manager working under him. Manav could not achieve the targets. Is Shakti responsible for the failure of Manav? State the relevant principle in support of your answer. (4)
15. Can an over-burdened manager take help from his subordinates? How? Explain the three important things which he should keep in mind while taking such help? (4)
16. In an organisation formal organisation is followed strictly where the employees have to work as per the directions only. The employees are performing under pressure. In your view, what changes are required in this company? Identify any two values ignored by this organisation. (4)

17. Distinguish between 'Delegation' and 'Decentralisation' on the basis of: (4)
- Scope
 - Purpose
 - Nature
 - Freedom of action
18. 'Decentralisation is an important philosophy that implies selective dispersal of authority.' In the light of this statement, explain any four points of importance of decentralisation. (4)
19. What is meant by 'Functional Structure' of an organisation? State any three advantages of this form of organisational structure. (4)
20. Interaction among people at work gives rise to a 'network of social relationships among employees'. This relationship emerges when people interact beyond officially defined roles. When people have frequent contacts they cannot be forced into rigid formal structure. Rather based on their interaction and friendship they tend to form groups which show conformity in terms of interest. Name the form of relationships mentioned in the above lines and state its any four characteristics. (5)
21. Which function of management is concerned with establishing relationships for the purpose of enabling people to work most effectively together in accomplishing objectives? Explain the process of this function. (5)
22. What is meant by 'Divisional Structure' of an organisation? For which type of business enterprises is this structure most suitable? State any three disadvantages of this form of organisational structure. (5)
23. Which function of management coordinates human efforts, assembles resources and integrates both into a unified whole to be utilised for achieving specified objectives? Explain its importance by giving any five points. (6)
24. Distinguish between functional and divisional structure on the basis of: (6)
- Formation
 - Specialisation
 - Responsibility
 - Managerial development
 - Cost
 - Coordination
25. Anoop Gaur started 'Cast's Eye', a company for providing cyber security solutions to businesses. Its objective was to prevent, detect, respond to cyber attacks and protect critical data. He was a hardworking software engineer and an expert in cyber security. His reputation grew by leaps and bounds as he was not only a person of integrity but also did his work with utmost honesty and sincerity. The business started growing day by day.
- He was delighted when he was offered a big project by the Ministry of Science and Technology. While working on the project he found that the volume of work made it impractical for him to handle all the work by himself. Therefore he decided to expand the team. The company maintained a close liaison with an engineering college in the State. During a campus placement, Aarav and Pranshi were appointed to work for the new project.
- He found the new employees capable, enthusiastic and trustworthy. Anoop Gaur was thus, able to focus on the objectives and with the help of Aarav and Pranshi, the project was completed on time. Not only this, Anoop Gaur was also able to extend his area of operations. On the other hand, Aarav and Pranshi also got opportunities to develop and exercise initiative.
- Identify and briefly explain the concept used by Anoop Gaur in the above case which helped him in focusing on objectives. (6)
 - Also, explain any four points of importance of the concept identified in part (a).

