



ST. LAWRENCE HIGH SCHOOL

A Jesuit Christian Minority Institution



Worksheet 30

Class: XII

Sub: Costing & Taxation

Chapter: Unit II: Cost of Labour

Topic: Time Booking Method 3

F.M.: 15

Date: 2/07/2020

Choose the correct alternatives:

1 x 15 =15

1. Labour cost card used to record
(a) time spent by one worker; (b) time spent by a group of workers; (c) time spent by a few workers; (d) none of these.
2. Labour cost card shows
(a) only labour hours; (b) labour cost; (c) labour cost of a particular job; (d) none of these.
3. Labour cost card includes
(a) starting time; (b) ending time; (c) both starting and ending time; (d) none of these.
4. Labour cost card is
(a) method of time booking; (b) method of booking time; (c) method of timekeeping; (d) none of these.
5. Labour cost card method requires
(a) more paper work; (b) moderate paper work; (c) less paper work; (d) none of these.
6. Labour cost card provides _____ regarding time spent on different operations.
(a) complete information; (b) incomplete information; (c) no information; (d) none of these.
7. From labour cost card, labour cost of
(a) all jobs are available; (b) a particular job is available; (c) no job is available; (d) none of these.
8. Labour cost card helps to judge
(a) honesty of labours; (b) dishonesty of labours; (c) inefficiency of labours; (d) none of these.
9. Labour cost card acts as
(a) director of labour; (b) manager of labour; (c) guide sheet to labour; (d) none of these.
10. In labour cost card, one sheet is used for
(a) a worker; (b) two workers; (c) many workers; (d) none of these.
11. For preparation of pay roll
(a) separate analysis is required for each worker; (b) consolidated analysis is required for all workers; (c) no analysis is required for the workers; (d) none of these.
12. Combined time and job card provides the facility of
(a) attendance; (b) time booking; (c) both attendance and time booking; (d) none of these.
13. Combined time and job card method is doing
(a) timekeeping only; (b) time booking only; (c) both time keeping and time booking; (d) none of these.
14. Combined time and job card method is suitable for
(a) big concern; (b) small concern; (c) medium concern; (d) none of these.
15. Recoding of attendance and time booking in a single card is
(a) difficult; (b) convenient; (c) easy; (d) none of these.

Compiled by
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