



ST. LAWRENCE HIGH SCHOOL



A JESUIT CHRISTIAN MINORITY INSTITUTION

Answers of Worksheet No. 3

Sub: Business Studies

Class XII

Date: 05.05.2020

Topic: Nature and significance of Management (Contd.)

Answer the following questions: (MCQ)

1. How many levels of management are there?

- a. 2
- b. 3
- c. 4
- d. 5

2. Policy formulation is the function of –

- a. **Top level managers.**
- b. Middle level managers.
- c. Operational managers.
- d. All of these.

3. Marketing manager belongs to –

- a. Top level management.
- b. **Middle level management.**
- c. Lower level management.
- d. None of these.

4. Middle management –

- a. Consists of divisional or regional managers.
- b. Send orders and messages downwards.
- c. Motivate supervisory personnel.
- d. **All of these.**

5. Which of the following is not a designation related to top level management?

- a. President.
- b. Vice-President.
- c. Chairman.
- d. **Production manager.**

6. Which of the following is not a designation related to middle level management?

- a. Operations Head.
- b. Sales Manager.
- c. **Chief Operating Manager.**
- d. Divisional Manager.

7. Which of the following is not a designation related to lower level management?

- a. Plant Superintendent.
- b. Supervisors.
- c. Section officers.
- d. **Marketing Manager.**

8. Which of the following is a function of top level management?

- a. Ensuring quality of output.
- b. Assigning necessary duties and responsibilities to their departments.
- c. Taking responsibility for all the activities of the business and its impact on the society.
- d. **Ensuring that the safety standards are maintained within the organisation.**

9. Which of the following statements does not pertain to middle level management?

- a. They are responsible for all the activities of the operational managers.
- b. **They are responsible for the welfare and survival of the organisation.**
- c. They interpret the policies made by top level managers.
- d. Co-operate with order departments for the smooth running of the organisation.

10. Which of the following statements is not true for lower level management?

- a. **Analyse the business environment and its implications for the survival of the business.**
- b. Ensure the quality of the output.
- c. They strive to reduce the wastage of resources.
- d. They ensure that the safety standards are maintained within the organisation.

11. Identify the level of management which does not interact with the work force directly.

- a. Supervisory management.
- b. Operational management.

c. First line managers.

12. The main task of this level of management is to determine the overall organizational objectives and strategies for their realization.

a. Operational Management.

c. First line managers.

13. This level of management serves as a link between top level managers and first line managers.

a. Supervisory level management.

c. Middle level management.

14. Foreman and supervisors comprise _____.

a. Operational management.

c. Middle level management.

15. The function of management include –

a. Planning and decision making.

c. Directly.

d. Middle level management.

b. Middle level management.

d. Top level management.

13. This level of management serves as a link between top level managers and first line managers.

b. Operational management.

d. None of the above.

b. Top level management.

d. None of these.

b. Organising.

d. All of these.

Debraj Chowdhury