



ST. LAWRENCE HIGH SCHOOL

A Jesuit Christian Minority Institution



Worksheet 26

Sub: Costing & Taxation

Class: XII

Chapter: Unit II: Cost of Labour

F.M.: 15

Topic: Timekeeping Objective, Motion Study & Time Study

Date: 27/06/2020

Choose the correct alternatives:

1 x 15 =15

1. Timekeeping is required for
(a) payment of wages; (b) calculation of wages; (c) compressing of wages; (d) none of these.
2. Total labour hours are needed for measuring
(a) total wages; (b) productivity; (c) cost of production; (d) all of these.
3. Overhead absorption rate is calculated on
(a) total hours worked; (b) total wages; (c) materials consumed; (d) all of these.
4. Idle time means
(a) production time; (b) no production time; (c) selling time; (d) none of these.
5. Overtime means
(a) working more than the schedule time; (b) working less than the schedule time; (c) working equal to schedule time; (d) none of these.
6. Accurate timekeeping
(a) decreases discipline; (b) increases discipline; (c) no effect on discipline; (d) none of these.
7. Pension, gratuity etc. are dependent on
(a) timekeeping; (b) regularity of employees; (c) irregularity of employees; (d) none of these.
8. Proper timekeeping encourages
(a) timely completion of work; (b) untimely completion of work; (c) no completion of work; (d) none of these.
9. The term 'statutory' means
(a) regular; (b) irregular; (c) compulsory; (d) none of these.
10. Time study means
(a) time required by an ordinary worker; (b) time required by efficient worker; (c) time required by inefficient worker; (d) none of these.
11. Standard time is determined on the basis of working time of the
(a) efficient workers; (b) inefficient workers; (c) average workers; (d) none of these.
12. Taylor is known as
(a) father of management; (b) father of costing; (c) father of scientific management; (d) none of these.
13. Motion study means
(a) movement of workers; (b) movement of machines; (c) movement of both workers & machines; (d) none of these.
14. Motion study
(a) cuts down productive movement; (b) cuts down idle time; (c) cuts down unproductive movement; (d) none of these.
15. Both time study and motion study are suggested by
(a) Aristotle; (b) Fayol; (c) Taylor; (d) none of them.

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