



**Kumadvathi Science and Commerce PU College**

**Business Studies Question Bank**

**Chapter-1 Nature and Significance of Management**

### **Section-A**

#### ***One Mark Questions***

1. What is Efficiency?

Ans: Efficiency means doing the task correctly and with minimum cost.

2. What is Effectiveness concerned with?

Ans: It is concerned with the end result.

3. Give an example for top level management.

Ans: Chairman, the Chief Executive Officer, Chief Operating officer, President and Vice-President

4. Give an example for middle level management.

Ans: Production Manager is an example for middle level management.

5. Give an Example for supervisory level management.

Ans: Foremen, Supervisors is an example for supervisory level management.

6. Which of the following is not a function of management

- (a) Planning (b) Staffing (c) Cooperating (d) Controlling

Ans: (c) Cooperating

7. Management is

- (a) an art (b) a science (c) both art and science (d) neither

Ans: © both art and science

8. The following is not an objective of management

- (a) earning of profits (b) growth of the organization  
(c) providing employment (d) policy making

Ans: (d) Policy making

9. Policy formulation is the function of

- (a) Top level Management (b) Middle level Management  
(c) Operational Management (d) All of the above

Ans: (a) Top level Management

10. Coordination is

- (a) Function of Management (b) The essence of Management  
(c) An objective of management (d) All of the above

Ans: (b) The essence of Management

## **SECTION-B**

### ***Two Marks Question***

1. Define Management.

Ans: According to Harold Koontz and Heinz Weihrich “Management is the process of designing and maintaining an environment in which individuals, working together in groups, efficiently accomplish selected aims.”

2. State any two Organizational Objectives of Management.

Ans: Two Organisational Objectives of Management are

- (i) Survival: Survival is basic objectives of Management
- (ii) Profit: Earning of Profits is another Organisational Objectives of Management

3. Define Coordination.

Ans: According to McFarland “Coordination is the process whereby an executive develops an orderly pattern of group efforts among his subordinates and secures unity of action in the pursuit of common purpose.”

4. Justify the importance of Coordination by any two factors.

Ans: Two importance of Coordination are

(i) Growth in size: For organizational efficiency, it is important to harmonise individual goals and organizational goals through coordination

(ii) Specialisation: Some coordination is required by an independent person to reconcile the differences in approach, interest or opinion of the specialists