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PRINCIPLES OF MANAGEMENT

Question 6:

'She/he keeps machines, materials, tools, etc., ready for operations by concerned workers'. Whose work is described by this sentence under functional foremanship

- (a) Instruction Card Clerk
- (b) Repair Boss
- (c) Gang Boss
- (d) Route Clerk

ANSWER:

The work of Gang Boss is being described in the given sentence. Gang boss is assigned the task of keeping the machines and tools ready for operations. That is, he has to take care of the materials which are to be used by the working people. On the other hand, repair boss ensures that these machines are in proper working condition. Route clerk is there to watch over the route of production and instruction card clerk assigns the duties of the workers

Question 7:

Which of the following is NOT a Principle of management given by Taylor?

- (a) Science, not rule of Thumb
- (b) Functional Foremanship
- (c) Maximum not restricted output
- (d) Harmony not discord

ANSWER:

Among the options given above, Functional Foremanship is not a principle of management rather it is a technique of scientific management as given by Taylor. It comprises of the methods or steps to be taken to achieve a desired goal. On the other hand, the other three are principles of management that acts as guidelines for decision making in the actual practice of the techniques.

Question 8:

Management should find 'One best way' to perform a task. Which technique of Scientific management is defined in this sentence?

- (a) Time Study
- (b) Motion Study
- (c) Fatigue Study
- (d) Method Study

ANSWER:

The technique that is being described in the given sentence is 'Method Study'. According to the 'Method Study' there is always a 'one best way' to complete any task. Every task can be performed via best method to gain efficiency. The basic purpose of this study is to reduce the costs to its minimal and increase the productivity to its maximum. Time study, Motion study and Fatigue study aims at standardising the time limits, eliminating the unwanted actions and deciding the break limits, respectively

Question 9:

Which of the following statements best describes 'Mental Revolution'?

- (a) It implies change of attitude
- (b) The management and workers should not play the game of one upmanship.
- (c) Both management and workers require each other.
- (d) Workers should be paid more wages.

ANSWER:

'Mental Revolution', a term given by Taylor implied that the management and workers should change their attitude and thinking towards harmony. Management should take care of the needs and suggestions given by the workers and workers on the other hand, should work to their best capability. This will build a harmonious working environment in the organisation.

Question 10:

Which of the following statements is FALSE about Taylor and Fayol?

- (a) Fayol was a mining engineer whereas Taylor was a mechanical engineer

(b) Fayol's principles are applicable in specialised situations whereas Taylor's principles have universal application.

(c) Fayol's principles were formed through personal experience whereas Taylor's principles were formed through experimentation.

(d) Fayol's principles are applicable at the top level of management whereas Taylor's principles are applicable at the shop floor.

ANSWER:

The false statement is 'Fayol's principles are applicable in specialised situations whereas Taylor's principles have universal application'. The correct statement in place of this is, 'Fayol's principles are universally applicable whereas Taylor's principles are applicable only in specialised situation.'
