

JINDAL ADARSH GRAMYA BHARTI HR. SEC. SCHOOL, KIRODIMAL NAGAR UDISE NO. - 22041508916 AFFILATION NO. - 3330416 SCHOOL CODE - 16039 SUMMER VACATION *HOLIDAY HOME WORK* SESSION - 2025- 26

CLASS - XII

## SUBJECT - ENGLISH

Class. 12th (M+B+C)

Project Report Portfolio →

12th Math- Lost Childhood : Child Labour in India

12th Bio- Violence Against Women in India

12th Com -Education is Empowerment : Fighting

Marginalization in society

Project Portfolio may include the following details-

- 1) Cover page with Title of project, School detail, Details of students
- 2)Statement of purpose/objective
- 3)Acknowledgment
- 4) Certificate of completion under the guidance the teacher.
- 5) Action plan for the completion of assigned tasks
- 6) Material Questionnaires for interview, Report
- 7)800-1000 words report
- 8)Student / group reflection
- 9) Photographs/graphs/charts that capture the positive learning experience of the student
- 10) Bibliography, List of resources.

(Example report project portfolio will be send in a group)

Note →1) Cover page should be Handmade in A 4 Stze sheet

- 2) Colourful sheets may use.
- 3) Decoration /Creativity should be according to the subject.
- 4)All writing work should be handwritten.

Homework (Do in note book)

Your school is holding a summer camp for training students in Hockey

& Basketball, Write

a notice for the school notice board of Anand PraKash Vidyalaya, Allahabad. You are the

sports Secretary of the school (word limit 50 words)

**推准就就就就就就就就就就就就就就** 

Write an article on the topic "English is an international language" within 300 words.

You are Rohan / Ritika, a student of class 12.

You are deeply concerned about the growing Problem of water scarcity in your city and the

urgent need for water conservation. Write a letter to the Editor of a national daily

expressing your concern and suggesting practical solutions that citizens and authorities

can adopt to tackle the issue.

Write the literary devices used in 'My Mother At Sixty Six' with examples. in your copy.

Write extract based questions from 'The Last lesson',

"The Enemy" & 'My Mother .....'

## SUBJECT – MATHEMATICS

## SELF-EVALUATION TEST-1

#### Note: For Assertion and Reason choices, refer to the text.

- 1. Principal value of the expression cos [cos(-680°)]
- (c)  $\frac{34\pi}{9}$  (d)  $\frac{\pi}{9}$
- 2. If  $\tan^{-1} x = \sin^{-1} \left( \frac{1}{\sqrt{2}} \right)$ , then x is equal to
- (c)  $\frac{3\pi}{4}$
- 3. Assertion (A): The domain of the function

$$f(x) = \cos^{-1}(3x+1)$$
 is  $\left[\frac{-2}{3}, 0\right]$ .

Reason (R): Domain of cos-1 is [-1, 1]

- 4. Assertion (4): sin-1(-1.0001) is defined. Reason (R): Domain of sin-1x is [-1, 1].
- 5. Find the range of principal value branch of the

$$f(x) = 3\cos^{-1}\left(\frac{1}{2x-1}\right) - 2. \text{ Show your work.}$$

6. Find the value of

$$\sin^2 \left\{ \cos^{-1} \left( \frac{4}{5} \right) \right\} + \tan^2 \left\{ \sec^{-1} (4) \right\}.$$

- 7. Draw the graph of sin x, x = [-1, 1].
- 8. Evaluate:

$$5 \cos^{-1}\left(\frac{1}{2}\right) + 3 \tan^{-1}\left(\frac{1}{\sqrt{3}}\right) - \sec^{-1}\left(\frac{-2}{\sqrt{3}}\right)$$

- 9. Find the value of  $\sin \left\{ 2 \tan^{-1} \left( \frac{1}{2} \right) \right\}$ .
- 10. Find the principal value of  $\cos^{-1}\left(-\frac{\sqrt{3}}{2}\right)$ .
- 11. Find the principal value of  $\tan^{-1} \left( \tan \frac{3\pi}{4} \right)$ .

12. A teacher gives a table of the domain and range of inverse trigonometric functions to the students and told them that when we dealing with the inverse trigonometric functions, we need to careful about their range, which is defined from restricted domain of trigonometric functions.

The table is given as:

Functions	Domains	Ranges
$y = \sin^{-1} x$	[-1, 1]	$\left[\frac{-\pi}{2}, \frac{\pi}{2}\right]$
$y = \cos^{-1} x$	[-1, 1]	[0, π]
y = cosec <sup>-1</sup> x	R - (-1, 1)	$\left[\frac{-\pi}{2},\frac{\pi}{2}\right]$ - $\{0\}$
$y = \sec^{-1} x$	R-(-1, 1)	$[0,\pi]-\left\{\frac{\pi}{2}\right\}$
$y = \tan^{-1} x$	R	$\left(\frac{-\pi}{2},\frac{\pi}{2}\right)$
$y = \cot^{-1} x$	R	(0, π)

Based on the above information answer the following:

- (i) Find the domain of the function  $f(x) = \cos^{-1}(x^2 - 4)$
- (ii) Find the value of x, when

$$\sin^{-1}\left(\frac{-3}{5}\right) = \tan^{-1}x.$$

(iii) Find the value of  $\tan \left| \frac{1}{2} \cos^{-1} \left( \frac{2}{\sqrt{5}} \right) \right|$ .

Evaluate:

$$\tan^2(\sec^{-1}(3)) + \sec^2\left\{\tan^{-1}\left(\frac{1}{2}\right)\right\}$$

## **SELF-EVALUATION TEST-2**

### 1. The domain of the function $\sin^{-1}(3-2r)$ is

- (a) [1, 2]
- (b) (1, 2)
- (e) (1, 2)
- (4) [-1, 1]

# 2. The principal value of $\sin^{-1}\left(\frac{1}{2}\right) + \tan^{-1}\left(\frac{1}{\sqrt{3}}\right)$ is

- (a)  $\frac{\pi}{8}$
- (b)  $\frac{\pi}{3}$
- (c) #
- (d)  $\frac{\pi}{2}$

3. Assertion (4): Principal value of 
$$\sin^{-1} \left( \sin \frac{17\pi}{18} \right)$$
 is  $\frac{\pi}{18}$ .

Reason (R): Domain of sin-1 is [-1, 1].

4. Assertion (4): The range of principal value branch of cosec<sup>-1</sup> x is  $\left[-\frac{\pi}{2}, \frac{\pi}{2}\right] - \{0\}$ .

Reason (R): Domain of cosec 1x is [-1, 1] - (0)

- 5. Find the principal value of  $\tan^{-1}\left(\tan\frac{5\pi}{6}\right)$ .
- 6. Prove:  $3\cos^{-1} x = \cos^{-1} (4x^3 3x), x \in \left[\frac{1}{2}, 1\right]$
- 7. Write the domain and range (principal value branch) of the function,  $f(x) = \cot^{-1} x$ .
- 8. Evaluate:

$$3 \sin^{-1} \left(\cos \frac{2\pi}{3}\right) + 2 \cos^{-1}(0) + \tan^{-1}(\sqrt{3}).$$

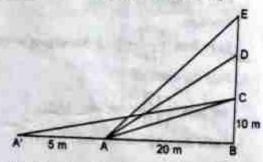
9. Find the domain of the function,  $f(x) = \sin^{-1} \sqrt{x} - 4$ .

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- 10. Write the principal value of  $\tan^{-1}(-\sqrt{3})$ .
- 11. Find the domain of the function:

$$f(x) = \frac{1}{2} acc^{-1} (5x - 3)$$

12. The Government of India is planning to fix a hoarding board at the face of a building on the road of a busy market for awareness of driving and road safety rules. Ram, Robert and Rahim are the three engineers who are working on this project. "A" is considered to be a person viewing the hoarding board 20 metres away from the building, standing at the edge of a pathway nearby. Ram. Robert and Rahim suggested to the firm to place the hoarding board at three different locations namely C, D and E. "C" is at the height of 10 metres from the ground level. For the viewer A. the angle of elevation of "D" is double the angle of elevation of "C" The angle of elevation of "E" is triple the angle of elevation of "C" for the same viewer. Look at the figure given and based on the above information answer the following:



- Determine ∠CAB in terms of tan<sup>-1</sup>.
- (ii) Determine ZDAB in terms of tan-1.
- (iii) Determine ZEAB in terms of tan-1.

OR

A' is another viewer standing on the same line of observation across the road. If the width of the road is 5 metres, then find the difference between ZCAB and ZCAB.

## SELF-EVALUATION TEST-3

#### Note: For Assertion and Reason choices, refer to the text.

- 1. If  $\begin{bmatrix} 3 & 4 \\ 2 & x \end{bmatrix} \begin{bmatrix} x \\ 1 \end{bmatrix} = \begin{bmatrix} 19 \\ 15 \end{bmatrix}$ , then the value of x is
  - (a) 3 (b) 2 (c) 5 (d) 1

- 2. The matrix A satisfies the equation

$$\begin{bmatrix} 0 & 2 \\ -1 & 1 \end{bmatrix} A = \begin{bmatrix} 1 & 0 \\ 0 & 1 \end{bmatrix}, \text{ then matrix } A \text{ is}$$

- (b) 1 -2 1 0
- (c)  $\begin{vmatrix} \frac{1}{2} & -1 \\ \frac{1}{2} & 0 \end{vmatrix}$  (d)  $\begin{bmatrix} 1 & 2 \\ -1 & 0 \end{bmatrix}$
- 3. Assertion (A): For the matrix  $A = \begin{bmatrix} 2 & -1 \\ 4 & 1 \end{bmatrix}$ .  $A^2 = \begin{bmatrix} 4 & 1 \\ 16 & 1 \end{bmatrix}$  is not correct.

Renson (R): As 
$$A^2 = A \cdot A$$

$$A^2 = \begin{bmatrix} 2 & -1 \\ 4 & 1 \end{bmatrix} \begin{bmatrix} 2 & -1 \\ 4 & 1 \end{bmatrix} = \begin{bmatrix} 0 & -3 \\ 12 & -3 \end{bmatrix}$$

4. Assertion (A): For identity matrix I, F = I.

Reason (R): As 
$$I = \begin{bmatrix} 1 & 0 & 0 \\ 0 & 1 & 0 \\ 0 & 0 & 1 \end{bmatrix}$$

then 
$$I^2 = \begin{bmatrix} 1^2 & 0^2 & 0^2 \\ 0^2 & 1^2 & 0^2 \\ 0^2 & 0^2 & 1^2 \end{bmatrix} = \begin{bmatrix} 1 & 0 & 0 \\ 0 & 1 & 0 \\ 0 & 0 & 1 \end{bmatrix} = I$$

Find the value of x + y from the following equation:

$$2\begin{bmatrix} x & 5 \\ 7 & y-3 \end{bmatrix} + \begin{bmatrix} 3 & -4 \\ 1 & 2 \end{bmatrix} = \begin{bmatrix} 7 & 6 \\ 15 & 14 \end{bmatrix}$$

6. Construct a 3 × 2 matrix A, if A = [a<sub>d</sub>].

where 
$$a_{ij} = \begin{cases} i+j, & \text{if } i \ge j \\ i-j, & \text{if } i < j \end{cases}$$

- 7. If a matrix has 28 elements, what are the possible orders it can have? What if it has 13 elements?
- 8. Construct a  $2 \times 2$  matrix where,  $a_0 = |-2i + 5j|$ .
- 9. Three schools DPS, CVC and KVS decided to organize a fair for collecting money for helping the flood victims. They sold handmade fans, mats and plates from recycled material at a cost of ₹ 25, ₹ 100 and ₹ 50 each respectively. The numbers of articles sold are given as







Article	DPS	CVC	KVS
Handmade fans	40	25	35
Mats	50	40	50
Plates	20	30	40

Based on the information given above, answer the following questions:

- (i) What is the total amount of money collected by all three schools DPS, CVC and KVS?
- (ii) How many articles (in total) are sold by three schools?
- (iii) If the number of handmade fans and plates are interchanged for all the schools, then what is the total money collected by all schools?

If the number of mats and plates are interchanged for all schools, then what is the total money collected by all schools?



# SELF-EVALUATION TEST-2

## Note: For Assertion and Reason choices, refer to the text.

- If matrix A is of order m × n, and for matrix B, AB and BA both are defined, then order of matrix B is
  - (a) m × n
- (b)  $n \times n$
- (c) m × m
- (d) n × m
- 2. The matrix  $\begin{bmatrix} 2 & -1 & 4 \\ 1 & 0 & -5 \\ -4 & 5 & 7 \end{bmatrix}$  is
  - (a) a symmetric matrix
  - (b) a skew-symmetric matrix
  - (c) a diagonal matrix
  - (d) None of these
- 3. Assertion (4): The matrix  $\begin{bmatrix} 0 & 1 & 3 \\ -1 & 2 & 5 \\ -3 & -5 & b \end{bmatrix}$  is skew

Reason (R): A square matrix A is said to be skew-symmetric, if A' = -A.

4. Assertion (A): If  $f(x) = x^2 - 5x + 3$ , then for square matrix A,  $f(A) = A^2 - 5A + 3I$ 

Reason (R): As function is in real numbers, it is  $f(x) = x^2 - 5x + 3 \times 1$ , 1 is multiplication identity. For matrices, multiplication identity is I.

$$\therefore f(A) = A^2 - 5A + 3I.$$

- 5. If  $B = \begin{bmatrix} 1 & -5 \\ 0 & -3 \end{bmatrix}$  and  $A + 2B = \begin{bmatrix} 0 & 4 \\ -7 & 5 \end{bmatrix}$ , find the matrix A.
- 6. Find the matrix X such that

$$X\begin{bmatrix} 1 & 2 & 3 \\ 4 & 5 & 6 \end{bmatrix} = \begin{bmatrix} -7 & -8 & -9 \\ 2 & 4 & 6 \end{bmatrix}$$

- If matrix A = [1 2 3], write matrix AA' where
   A' is transpose of matrix A.
- 8. Find the order of the matrix A such that

$$\begin{bmatrix} 2 & -1 \\ 1 & 0 \\ -3 & 4 \end{bmatrix} = \begin{bmatrix} -1 & -8 \\ 1 & -2 \\ 9 & 22 \end{bmatrix}$$

9. On her birthday, Seema decided to donate some money to children of an orphanage home. If there were 8 children less, everyone would have got ₹ 10 more. However, if there were 16 children more, everyone would have got ₹ 10 less. Let the number of children be x and the amount distributed by Seema for one child be y (in ₹).





Based on the information given above, answer the following questions:

- (i) Write matrix equations to represent the information given above.
- (ii) Find the number of children who were given some money by Seema.
- (iii) How much amount is given to each child by Seema?

#### OR

How much amount Seema spends in distributing the money to all the students of the Orphanage?

## SUBJECT - PHYSICS

- 1. Making project from syllabus of class XII physics Working Model with following list
  - A.Diagram
  - B.Aim
  - C.Apparatus
  - D. Theory
  - E. Observation
  - F. Calculation
  - G. Graph
  - H. Result
- Completion of unit I electrostatic charge and field solve hundred questions from that chapter using reference SL ARORA
- 3. Completion of practical records. (Reference copy)
  - A. Verifying OHMS Law.
  - B. Finding resistance using meter bridge.
  - C. Verifying series resistance using meter bridge.
  - 4. Solve the following assignments in class work.
- Q1 Define electric dipole moment. Is it a scalar or a vector? Derive the expression for the electric field of a dipole at a point on the equatorial line of the dipole.
- Q2. State Gauss theorem . Using Gauss's law deduce the expression for the electric field due to a uniformly

charged spherical conducting shell of radius R at a point (i) outside & (ii) inside the shell. Plot a graph showing variation of electric field as a function of r > R and r < R ( r being the distance from the centre of the shell).

Q3.(a)Define electric flux. Write its S.I. unit. (b) Using Gauss's law ,prove that the electric field at a point due to a uniformly charged infinite plane sheet is independent of the distance from it. (c) How is the field directed if (i) the sheet is positively charged (ii)negatively charged?

Q4. (a) Derive an expression for the torque experienced by an electric dipole kept in a uniform electric field. When is this torque maximum.

Q5 .Sketch the electric lines of force of (a) a point charge q > 0, (b) a point charge q < 0, (c) an electric dipole or two equal & opposite charges separated by a small distance, (d) two equal positive charges placed small distance apart in air,

Q6. What is meant by quantisation of electric charge?

Q7 .Define dielectric constant of a medium in terms of force between electric charges .

Q8. An infinite line charge produces a field of 9 × 104 N/C at a distance of 4cm. Calculate the linear charge density.

Q9. Two infinite parallel plane thin sheets have uniform charge densities of  $\sigma 1$  and  $\sigma 2$ . Determine the electric field

at points (i) (ii) (iii) to the left of the sheets between them to the right of the sheets.

Q10 .Is the force acting between two point electric charges q1 and q2 kept at some distance in air, attractive or repulsive when : (i)  $q1 \ q2 > 0$  (ii)  $q1 \ q2 < 0$ 

## SUBJECT - CHEMISTRY

- 1.Do all the ncert exercise form chapter haloalkane and haloarenes in your Notebook..
- 2. Completion of notebook
- Project work topics (1 for each according to the group of students) -

Group -

- A. Checking the bacterial contamination In drinking water by testing sulphide ion.
- B. Study of the methods of purification of water.
- C. Testing the hardness, presences of iron, fluoride, chloride etc depending upon the regional variation in drinking water and study of causes of presence of these ions above permissible limit.
  - D. Investigation of the foaming capacity of different washing soap and the effect of addition of sodium carbonate on it.
  - E. Study The acidity of different sample of tea leaves.
  - F. Determine of the rate of evaporation of different liquids.
  - G. Study the effect of acids and bases on the tensile strength of fibre.
  - Study of acidity of fruit and vegetable juices.



Note - • Make project work on the stick file.

- don't make the certificate and acknowledgement yet , it will be discuses After holidays
- Make neat and clean project as per the topics –
- 1. Certificate
- 2. Acknowledgment
- 3.Aim
- 4. Introduction
- 5. Theory
- 6. Materials required
- 7. Procedure
- 8. Chemical equation
- 9. Observation
- 10. Calculation
- 11. Result
- 12. Conclusion
- 13. Precautions

## SUBJECT - BIOLOGY

### Class 12th:

Project title: Microbes in daily life.

- \*In household products.
- \*Pharmaceuticals/medicines
- \*Agriculture
- \*Industrial products etc.

Solve NCERT Exercise of chapter 1 and 2.

Special notes: \*Project should be submitted on project files.

- \*Solve NCERT Exercise on your notebooks.
- \*Projects should be developed and submitted in this order:
- 1.\*Cover Page\*: Include your name, class, topic, and title of the project.
- 2. \*Table of Contents\*: Provide a list of sections and subsections with page numbers.
- 3. \*Introduction\*: Clearly state the problem, objective, and scope of the project.
- 4. \*Main Content\*: Present your research and findings in a logical and coherent manner.
- 5. \*Conclusion\*: Summarize the key points and reiterate the importance of the topic.
- 6. \*References\*: List all sources used in the project, following a consistent citation style.

## SUBJECT - INFORMATICS PRACTICES

Assignment No 1. What is the difference between COUNT(\*) and COUNT(Col\_name) functions in Mysql?

Assignment No 2. What is the difference between WHERE and HAVING clause in Mysql?

Assignment No 3. Write down the output for following SQL Queries/Commands:-

- a) select left("COORDINATION COMMITTEE ORDER", length("committee"));
- b)select right("COORDINATION COMMITTEE ORDER", length("committee
- c) order"));
- d) select instr("COORDINATION COMMITTEE ORDER", "or");
- e) select substr("JS09876/XII-H/12",-8,7);
- f) select Round(546.345,-2);
- g)select Round(546.345,-3);
- h) select mod(34,5);
- i) select mod(12.6,8);

\*\*\*NOTE:- Assignments 1 to 3 needs to be written in IP class copy.

Assignment No.4 Write down the IP practical Number from 1 to 5 in IP Practical copy as per given instruction:-

- In Single page single practical needs to be written.
- Code needs to be written in lining page
- Output needs to be written in White page

## --Practical no-01 -- Create a Student table with the Student id, name and marks as attribute where the student id is Primary key. CREATE TABLE Student ( StudentId integer PRIMARY KEY NOT NULL, SName VARCHAR(30). Marks integer(5) ); Output 14 09:47:30 CREATE TABLE Student ( Studentid varchar(10) PRIMARY KEY NOT NULL. Practical No- 02 \*\*\*\*\* -- Insert the details of a new student in the above Student table. INSERT INTO Student VALUES(1001,"Aradhya",90); INSERT INTO Student VALUES(1002,"Asha",80); INSERT INTO Student VALUES(1003,"Kamal",70); INSERT INTO Student VALUES(1004,"Mohan", 86); INSERT INTO Student VALUES(1005,"Neelu",97); INSERT INTO Student VALUES(1006, "Shobhit", 81); INSERT INTO Student VALUES(1007,"Rohit",56); INSERT INTO Student VALUES(1008,"Tanay",76); Output Action Output 52 10:24:01 INSERT INTO Student VALUES(1001, Arathyar 50) I rowini affected 53 10:24:36 INSERT INTO Student VALUES (1002, "Ashe", 60) I rowini allected 54 10:24:38 INSERT INTO Student VALUES:1063 "Kemel" //III 1 rawis reflected 56 10:24:40 INSERT INTO Supert VALUES/1004, "Morven" (86) 1 rowisi affected

I rowing affected

I rowini affected

56 10:24:42 INSERT INTO Student VALUES(1005, News) 57)

57 10/24/44 INSERT INTO Student VALUES(1005, "Shobha" 81)



-- Delete the details of a new student in the above Student table.

DELETE from Student WHERE StudentId=1008;

Output

63 10:27:15 DELETE from Student WHERE Studentid=1008 1 row(s) affected

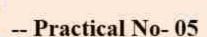
#### Practical No- 04

-- Use the select command to get the details of the students with marks more then 80.

SELECT \* FROM Student WHERE Marks>80;

Output

	StudentId	SName	Marks
Þ	1001	Aradhya	90
	1004	Mohan	86
	1005	Neelu	97
	1006	Shobhit	81
	NULL	NULL	MULL



-- Use the select command to display all the details of student table in descending order of student

name

SELECT \* FROM Student order by sname desc;

Output

	studentid	sname	marks	GUID
1	1006	Shobhit	81	NULL
	1007	Rohit	56	NULL
	1005	Neelu	97	HULL
	1004	Mohan	86	50005
	1003	Kamal	70	50003

## SUBJECT - PHYSICAL EDUCATION

- 1. Complete your Note book up to Unit-2.
- 2. Write a note on the term knock out, make a knockout fixture for 27 teams in the notebook.
- 3. Classify all common postural deformities & write their corrective measures. (in chart paper.)

NOTE: - Any one asanas (Short Video) post in your group standing, sitting or laying asans.



### ✓ Instructions:

- Complete all questions neatly in your economics notebook or on A4-size sheets.
- Illustrate answers using diagrams, flowcharts, and real-world examples wherever possible.
- 3. Write your name, class, section, and roll number on the top of the first page.
- Use current data or newspaper articles if asked.
- Focus on presentation and clarity for better marks.

### Assignment Tasks Chapter-wise

#### Chapter 1: Circular Flow of Income

- Q1. Explain the circular flow of income in a two-sector economy with a well-labelled diagram. (3 marks)
- Q2. Differentiate between real flow and money flow with two examples each. (2 marks)
- Q3. Suppose the government sector is added to the circular flow. Briefly explain its role. (2 marks)

### Chapter 2: Basic Concepts of Macroeconomics

- Q4. Define the following terms with one real-life example each: (3 marks)
  - Consumption goods
  - Capital goods
  - Intermediate goods
  - Final goods
- Q5. Distinguish between stock and flow variables. Provide two examples for each. (2 marks)

### Chapter 3: National Income and Related Aggregates

- Q6. Define the following aggregates: (3 marks)
- a) GDP at Market Price
- b) NDP at Factor Cost
- c) GNP at Market Price
- Q7. Classify the following items as part of domestic territory or not: (Write D for Domestic and ND for Non-Domestic) (1 mark)
  - Indian Embassy in the USA
  - Foreign company producing in India
  - · Indian working in the USA for more than a year

#### Chapter 4: Measurement of National Income

- Q8. Explain any two methods of measuring national income (with formula and example). (4 marks)
- Q9. What precautions should be taken while using the income method to calculate national income? (2 marks)
- Q10. From the data given below, calculate Net National Product at Factor Cost (NNP at FC): (2 marks)
  - Gross Domestic Product at Market Price (GDP at MP): ₹12,00,000
  - Net Factor Income from Abroad (NFIA): ₹20,000
  - Depreciation: ₹1,00,000
  - Net Indirect Taxes (NIT): ₹50,000

#### Bonus Creative Task (Optional - 2 marks)

Make a poster or infographic showing the flow of income in a three-sector economy (Households, Firms, and Government). Use colour, creativity, and labels!



## TOPIC 1

## Concept of Management

## COMPETENCY FOCUSSED QUESTIONS

Mca	QUESTIONS	.0.00	1 Mark
1	is the p	process	of designing and n which individuals.
work	tiaining an enviro king together in gr cted aims	oups, ef	ficiently accomplish
	Management	(b)	Coordination

- Management is defined as a process because management performs some primary functions or activities to get things done. These functions are
  - (a) Planning

(c) Planning

- Organising and Staffing (6)
- (c) Directing and Controlling
- (d) All of the above
- is concerned with the end result. (b) Effectiveness (a) Efficiency
- (c) Coordination
- (d) Management

(d) Organising

- means doing the task correctly with [CBSE 2024] minimum cost.
  - (a) Efficiency
- (b) Effectiveness
- (c) Management
- (d) Coordination
- 5. Which of the following statements is incorrect with regard to effectiveness and efficiency?
  - (a) These two terms are different but they are interrelated.
  - (b) For management, it is more important to be effective than to be efficient.
  - (c) Effectiveness and efficiency are two sides of the same coin.
  - (d) These two aspects need to be balanced for the success of organisation.
- 6. Management unites the efforts of different individuals in the organisation towards achieving the common organisational goals. The characteristic of management being highlighted here is
  - (a) Pervasive
- (b) Intangable
- (c) Goal oriented
- (d) Dynamic
- 7. Management is required in all kinds of organisations—those manufacturing handlooms, trading in consumer goods or providing hairstyling services and even in non-business organisations. The characteristic of management being highlighted here is:
  - (a) Dynamic
- (b) Goal oriented
- (c) Pervasive
- (d) Multi-dimensional

- 8. All manufacturing organisations involve a production process which entails the flow of input material and the technology for transforming this input into the desired output for consumption. This is which dimension of management?
  - (a) Management of people
  - Management of work (b)
  - Management of operations
  - Management of inputs
- 9. In all organisations, managers perform several different tasks in a single day. Some days, they may spend more time in planning a marketing activity and on another day, they may spend time in sorting out an employee's problem. The task of a manager consists of an ongoing series of functions. The characteristic of management being highlighted here is:
  - (a) Pervusive
- (b) Continuous
- (c) Goal oriented
- (d) Dynamic
- 10. An organisation interacts with its external environment, which consists of various social, economic and political factors. In order to be successful, an organisation must change itself. and its goals according to the needs of the environment. The characteristic of management being highlighted here is:
  - (a) Pervasive
- (b) Continuous
- (c) Goal oriented
- (d) Dynamic
- 11. Management is an intangible force that cannot be seen but its presence can be felt in the way the organisation functions. The characteristic of management being highlighted here is:
  - (a) Pervasive
- (b) Continuous
- (c) Intangible
- (d) Dynamic
- 12. An organisation has a set of basic goals which are the basic reason for its existence. These should be simple and clearly stated. Different organisations have different goals. For example, the goal of a retail store may be to increase sales, but the goal of The Spastics Society of India is to impart education to children with special needs. Identify the characteristic of management being highlighted here.
  - (a) Continuous process
  - (b) Goal oriented
  - (c) Dynamic function
  - (d) Group activity



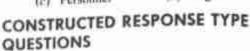


- 7. Which of the following statements is correct in relation to personnel objectives and organisational objectives?
  - (a) It is not possible to achieve both organisational and personnel objectives together.
  - (b) Personnel and organisational objectives are contradictory to each other.
  - (c) Management has to reconcile personal goals with organisational objectives for harmony in the organisation.
  - (a) Management should focus on achieving organisational objectives only.
- The task of a manager is to give a common direction to the individual effort in achieving the overall goal of the organization. Identify the importance of management which this statement highlights.
  - (a) Management helps in achieving personal objectives
  - (h) Management helps in achieving group goals
  - (c) Management increases efficiency
  - (d) Management helps in development of society
- The aim of a manager is to reduce costs and increase productivity through better planning, organising, directing, staffing and controlling the activities of the organisation. Identify the importance of management which this statement highlights.
  - (a) Management helps in achieving personal objectives
  - (b) Management helps in achieving group goals
  - (c) Management increases efficiency
  - (d) Management helps in development of society
- Indian IT major HGL Tech: has recently changed its HR policy related to employee compensation, which has led to reduction in salaries of some employees, and reduction of bonus from twice a

year to once a year. Which management objective is the company not likely to fulfil by introducing this change?

- (a) Organisational (c) Personnel
- (b) Social





## SA

## SHORT ANSWER TYPE QUESTIONS

3/4 Marks

- There are different objectives of business and economic objectives are one among them. Explain these economic objectives.
- 'Mere survival is not enough for business. Management has to ensure that the organisation makes profit.' Explain.
- 13. 'Every organisation whether it is business or non-business should use environmental friendly methods of production, give employment opportunities and provide busic amenities like schools and creches to employees'. Name and briefly explain the objective of management indicated here.
- 14. Write a short note on 'personal objectives'.
- 15. Why is it said that "management is a group activity"?
- "Management influences behaviour." Explain.



for more



## LONG ANSWER TYPE QUESTIONS

6 Marks

- Explain the various objectives which management seeks to achieve. [AI Chennai 2019]
- 'Success of an organisation largely depends upon its management'. Explain any four reasons to justify the above statement.



### TOPIC 3

## **Nature of Management**

(Management as an Art, Management as a Science, Management as a Profession)

#### COMPETENCY FOCUSSED QUESTIONS



#### MULTIPLE CHOICE QUESTIONS

1 Mark

is the skillful and personal application
of existing knowledge to achieve desired results.

It can be acquired through study, observation and experience. Since it is concerned with personal application of knowledge, some kind of ingenuity and creativity is required to practice the basic

- (a) Art
- (c) Profession
- (b) Science
- (d) None of the above

#### CONSTRUCTED RESPONSE TYPE QUESTIONS



## SHORT ANSWER TYPE QUESTIONS

3/4 Mark

 'The concept of management insists on three terms.' Explain them in detail.

#### Or

'Management is the process of getting things done effectively and efficiently.' State the meaning of the terms 'process', 'efficiently' and 'effectively' used in this statement.

- 14. 'Efficiency and effectiveness of management are two sides of the same coin.' What are your views about the statement?
- Together everyone achieves more as a Team." Do you agree? Explain.
- 16. "Management is intangible." Comment.

Or

"Management is not visible, it can only be felt." Explain.

 Why is management considered a multidimensional concept? [NCERT]



## LA

## LONG ANSWER TYPE QUESTIONS

6 Marks

- "A successful enterprise has to achieve its goals effectively and efficiently." Explain. [NCERT]
- Differentiate between efficiency and effectiveness.
- Explain any five characteristics of management. (Debradun, Chennai 2019)

O

Explain the following features of management:

- (a) Management is a goal-oriented process
- (b) Management is a continuous process
- (c) Management is all pervasive [CBSE 2023]

Or

Identify the characteristic of management which states that the activities in managing an enterprise are common to all organisation whether economic, social or political. Also, state two other characteristic of management.

[CBSE 2021 (C)] for more

#### TOPIC 2

### Objectives and Importance of Management

#### COMPETENCY FOCUSSED QUESTIONS



#### MULTIPLE CHOICE QUESTIONS

1 Mark

- In all organisations, management has to achieve which all objectives in an effective and efficient manner?
  - (a) Organisational objectives
  - (b) Social objectives
  - (c) Personnel objectives
  - (d) All of the above
- The main objective of any organisation should be to utilise human and material resources to the maximum possible advantage, i.e., to fulfill the objectives of a business.
  - (a) Organisational objectives
  - (b) Social objectives
  - (c) Personnel objectives
  - (d) All of the above
- In order to achieve the objective of survival, an organisation must:
  - (a) Earn enough revenues to cover costs
  - (b) Earn revenue more than the costs
  - (c) Earn profits
  - (d) Grow and expand

- Profit provides a vital incentive for the continued successful operation of the enterprise. Profit is essential for:
  - (a) Covering costs and risks of the business
  - (b) Continued successful operation of the
  - (c) Growth and expansion of business
  - (d) All of the above
- Growth of a business can be measured by which of the following terms?
  - (a) In terms of sales volume
  - (b) In terms of increase in the number of employees
  - (c) In terms of the number of products
  - (a) All of the above
- 6. Founded in 1868, by Jamsetji Nusserwanji Tata, the Tata Group is a global business conglomerate operating in over 100 countries across 5 continents. He believed that satisfied workers create satisfied customers and due to this principle he paid all his workers gratuity, provident fund well before it was made trandatory by Law in India. Which objective of management is the company trying to achieve?
  - (a) Organisational
- (b) Personnel
- (c) Social
- (d) Economic



- 16. 'Science is a systematized body of knowledge that explains certain general truths or the operation of general laws.' In the light of this statement, describe management as a science. [Delhi 2019]
- an art and science. Lapanese has the
- tharacteristics of a full fledged profession?



## **TOPIC 4**

## Levels of Management

## COMPETENCY FOCUSSED QUESTIONS



#### MULTIPLE CHOICE QUESTIONS

1 Mark

- 1. Their basic task is to integrate diverse elements and coordinate the activities of different departments according to the overall objectives of the organisation. Which level of management is responsible for this function?
  - (a) Top level
- (b) Middle level
- (c) Supervisory level (d) Operational level
- Which of the following is the function of Top level management? ICBSE 20241
  - (a) They ensure that their department has the hecessary personnel.
  - (b) They interact with the actual work force and pass on instructions of the middle management to the workers.
  - (c) They co-operate with other departments for smooth functioning of the organisation.
  - (d) They analyse the business environment and its implications for the survival of the firm.
- They interact with the actual work force and pass on instructions of the middle management to the workers. Which level of management is responsible for this function?
  - (a) Top level
- (b) Middle level
- (c) Supervisory level (d) none of the above
- 4. Which of the following statements is NOT correct about management hierarchy?
  - (a) The top management is responsible for the quality of output in the factory.
  - The top management focuses on determination of objectives and policies.
  - (c) Middle management attempts to achieve these objectives through the effort of other managers.
  - (d) Supervisory or operational management directly oversees the efforts of the workforce.
- 5. Choose the correct statement from the following:
  - (a) Top level has to perform all the functions: Planning, Organising, Staffing, Directing and Controlling.
  - (b) Middle level performs directing and operational level performs controlling function.

- (c) Supervisory level performs all the functions: Planning, Organising, Staffing, Directing and Controlling.
- (d) All managers perform the following interrelated functions: Planning, Organising, Staffing, Directing and Controlling.



# CONSTRUCTED RESPONSE TYPE QUESTIONS



## SHORT ANSWER TYPE QUESTIONS

3/4 Marks

- 6. What do you mean by levels of management?
- 7. What does the pyramid form of levels of management indicate?
- 8. Define top level management.
- 9. Who are regarded as the top management in a business organisation?
- 10. What is middle level management?
- 11. Who are regarded as the middle management in a business organisation?
- 12. What do you mean by supervisory/operational level of management?
- 13. Who are regarded as the supervisory/ operational management in a business organisation?





## TYPE QUESTIONS

6 Marks

- 14. Darshit Chauhan formulates the main objectives of TataAIA Life Insurance. His job is very complex and stressful, demanding long hours and commitment to the organisation. Discuss, in brief, any four functions to be performed by him.
- 15. Ritu is the manager of the northern division of a large corporate house. At what level does she work in the organisation? What are her basic
- 16. Devansh works as a supervisor in Power Corporation of India. He is responsible for the quality and quantity of output and discipline and loyalty of workers. State any four functions to be performed by Devansh.
- Distinguish between the top level, middle level and operational level of management on any six



- (a) Management
- (b) Coordination
- (c) Planning
- (d) Directing
- Coordination is considered as the essence of management because:
  - (a) Coordination integrates group efforts.
  - (b) Coordination is implicit and inherent in all functions of an organisation.
  - (c) Coordination ensures unity of action.
  - (a) Coordination is a deliberate function.
- It unifies unrelated or diverse interests into purposeful work activity, Identify the feature of Coordination indicated here.
  - (a) Pervasive function
  - (h) Deliberate function
  - (c) Continuous process
  - (if) Integrates group effort
- 4. It acts as the binding force between departments and ensures that all action is aimed at achieving the goals of the organisation. This statement highlights which feature of coordination?
  - (a) Ensures unity of action
  - (b) Continuous process
  - (c) Deliberate function
  - (d) Integrates group efforts
  - Coordination is required at all levels of management due to the interdependent nature of activities of various departments.

This statement highlights which feature of coordination?

- (a) Coordination is an all pervasive function.
- (b) Coordination is a continuous process.
- (c) Coordination is a deliberate function.
- (d) Coordination integrates group efforts.
- Choose the correct statement from the following about Coordination.
  - (a) A manager has to coordinate the efforts of different people in a conscious and deliberate manner.
  - (b) Coordination is natural and spontaneous function.
  - (c) Coordination is needed by large size organisations only.
  - (d) Coordination is one of the functions of management.
- 7. The marketing department's objective may be to increase sales by 10 per cent by offering discounts. But, the finance department may not approve of such discounts as it means loss of revenue. These kinds of conflict acres arise in organisations because of lack of
  - (a) Management
- (b) Planning
- (c) Controlling
- (d) Coordination

### CONSTRUCTED RESPONSE TYPE QUESTIONS

## SA

## SHORT ANSWER TYPE QUESTIONS

3/4 Marks

- 8. "Successful organizations do not achieve their goals by chance but by following a deliberate process". Identify and state the process/concept of management highlighted here.
- "Coordination does not get established spontaneously." Comment.
- 10. 'Coordination is necessary to ensure that all individuals work towards the attainment of common goals of the organisation.' Why?
- 'The process of linking the activities of various departments is accomplished by coordination.' Do you agree? How?
- 12. In what way specialists in an organization make coordination necessary?



## La

## LONG ANSWER TYPE QUESTIONS

### 6 Marks

13. 'Coordination is not a separate function of management, it is the essence of management.' Explain with the help of a suitable example.

#### Or

Coordination is the essence of management. Do you agree? Give reasons. [NCERT]

#### Or

Explain why coordination is the essence of management?

[Delhi 2019; CRSE Learning Framework]

14. "It 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." Identify the concept of management indicated here.

#### Or

"It is the orderly synchronising of efforts of subordinates to provide proper amount, timing and quality of execution so that their united efforts lead to the stated objectives, namely, the common purpose of the enterprise." Name the concept of management highlighted here with its three features.

 What is meant by 'coordination'? Why is coordination important in an organisation? Explain.
 [Af Gunahati 2019]

- 2. Literature on dancing, public speaking, acting or music is widely recognised. Which of the following statements concludes the above statement?
  - (a) Management is different from public speaking, acting, music.
  - (b) Management is a science.
  - (c) There is absence of any literature in management.
  - (d) Art pre supposes existence of theoretical knowledge.
- 3. Two dancers, two speakers, two actors, or two writers will always differ in demonstrating their art. Which feature of art does this statement explain?
  - (a) Existence of theoretical knowledge
  - (b) Personalised application
  - (c) Based on practice and creativity
  - (d) Universal validity
- 4. All management practices are based on the same set of principles. What distinguishes a successful manager from a less successful one is the ability to put these principles into practice. What does this statement indicate about the nature of management?
  - (a) Management as an art
  - (b) Management as a science
  - (c) Management as a profession
  - (d) Management as multi dimensional
- 5. The phenomenon of an apple falling from a tree towards the ground is explained by the law of gravity. Which feature of science does this example indicate?
  - (a) Systematised body of knowledge;
  - (b) Principles based on experimentation
  - (c) Universal validity
  - (d) Existence of theoretical knowledge
- 6. To become a chartered accountant in India, a candidate has to clear a specified examination conducted by the Institute of Chartered Accountants of India. Identify the feature of profession.
  - (iii) Well-defined body of knowledge
  - (b) Restricted entry
  - (c) Professional association
  - (d) Ethical code of conduct
- 7. All doctors take the oath of ethical practice at the time they enter the profession and are bound by a code of conduct which guides the behaviour of its members.

Identify the feature of profession.

- (a) Well-defined body of knowledge
- (b) Restricted entry
- (c) Professional association
- (d) Ethical code of conduct
- 8. Which of the following statements is not true for nature of management?
  - (a) Management is considered to be both an art and a science.

- (b) Management has the characteristics of a full. fledged profession.
- (c) A successful enterprise has to achieve its goals effectively and efficiently.
- Management is a series of continuous interrelated functions.
- 9. Which feature is satisfied for management as a profession?
  - (a) It is mandatory for a manager to possess specific degree in management.
  - (b) The basic purpose of management is to serve its customers.
  - (c) It is based on a systematic body of knowledge. comprising well-defined principles.
  - (d) The All India Management Association (AIMA) has full statutory backing.
- 10. Management is not considered an exact science because:
  - (a) Since management deals with human beings and human behaviour, the outcomes of these experiments are not capable of being accurately predicted or replicated
  - (b) Principles of management cannot be modified as they are rigid.
  - (c) Management principles are universally applicable.
  - (d) Management has a systematised body of knowledge.



#### CONSTRUCTED RESPONSE TYPE QUESTIONS

#### SHORT ANSWER TYPE QUESTIONS

11. Why management is called an 'inexact science'?

- "Management is neither as precise nor as comprehensive as the natural and pure sciences are." Why? Explain.
- 12. Management has its own theory and principles, vocabulary of terms and concepts. Which feature of science is justified by management here? Explain briefly.
- 13. Anyone can be called a manager irrespective of the educational qualification possessed.
- 14. Differentiate between science and art with the help of an example.



#### LONG ANSWER TYPE QUESTIONS

15. 'Art is concerned with personal application of knowledge." In the light of this statement compare all the features of management with art and prove [Delhi 2019] that it is an art.

## TOPIC 5

## **Functions of Management**

#### COMPETENCY FOCUSSED QUESTIONS

## Mca

#### **MULTIPLE CHOICE** QUESTIONS

- is the management function of assigning duties, grouping tasks, establishing authority and allocating resources required to carry out a specific plan.
  - (a) Planning
- (b) Organising
- (c) Staffing
- (d) Directing
- 2. Infosys Technologies which develops software needs systems analysts and programmers as the demand for its services is increasing. Which function of management will help the company?
  - (a) Planning
- (b) Organising
- (c) Staffing
- (d) Directing
- 3. This requires establishing an atmosphere that encourages employees to do their best. Which function of management is being referred to?
  - (a) Planning
- (b) Organising
- (c) Staffing
- (d) Directing
- 4. Name the function of management that acts as a means for translating plans into action.
  - (a) Planning
  - (h) Directing
  - (c) Organising
  - (d) Controlling



#### CONSTRUCTED RESPONSE TYPE QUESTIONS



#### SHORT ANSWER TYPE QUESTIONS

3/4 Marks

 In Smita's organisation, the objective is production and sale of candles. Smita has to decide quantities, variety and colour and then allocate resources for their purchase from different suppliers. Identify and explain the function of management indicated here

- 6. 'It is also known as human resource function in management ' Identify and briefly explain the function of management highlighted here
- 7. 'A good manager directs through praise and criticism in such a way that it brings out the best in the employee. Identify and state the function of management indicated in the above lines.
- Explain briefly the key components of directing function of management.
- 9. 'Management must determine what activities and outputs are critical to success, how and where they can be measured and who should have the authority to take corrective action." Identify and state the function at of management as depicted in the above



#### LONG ANSWER TYPE QUESTIONS

### **O** Marks

Regardless of size, nature and type of organisation. all the managers have to perform some basic functions,' Explain them in detail.

'A manager first plans, then organises, puts staff in position, then directs, and finally controls. In light of the given statement, explain the functions of management in chronological order. [HOTS]

Management is a series of continuous inter-related functions. Comment. INCERT]

- 11. Identify the functions of the management highlighted in the given points:
  - (a) Motivating employees and giving instructions to them to perform the tasks assigned to them
  - (b) Recruitment and selection of the personnel
  - (c) Finding out deficiencies in implementation of plans
  - Preparing a blueprint for future
  - Process of defining and grouping activity of an enterprise to establish authority relationship

#### Coordination

#### COMPETENCY FOCUSSED QUESTIONS



## MULTIPLE CHOICE

1. Top management plans for the entire organisation. According to these plans the organizational

structure is developed and staffed. In order to emure that these plans are executed according to plans, directing is required. Any discrepancies between actual and realized activities are then taken care of at the stage of controlling. Name the process highlighted above which started

## SUBJECT - ACCOUNTANCY

Class 12th Accountancy

Chapter: Fundamentals of Partnership

Homework Assignment

- A. Very Short Answer Questions (Theory)
- Define Partnership according to the Indian Partnership Act, 1932.
- 2. What is meant by Partnership Deed?
- 3. Mention any two contents of a Partnership Deed.
- 4. What is the minimum and maximum number of partners in a partnership firm?
- 5. What is meant by "Profit and Loss Sharing Ratio"?
- 6. In the absence of a Partnership Deed, how are profits and losses shared among partners?
- State the meaning of Interest on Capital.
- 8. What is meant by Partner's Current Account?
- Write two circumstances when a partnership firm can be dissolved.
- Name the account which is prepared to record transactions related to partner's personaldealings with the firm.
- B. MCQs (Choose the Correct Option)

In the absence of an agreement, partners share profits and losses: Equally (b) In the ratio of capital (c) In the ratio of drawings (d) None of these

- Interest on drawings is: An income for the firm (b) An expense for the firm (c) A liability for the firm (d) An asset for the firm
- . Maximum number of partners in a partnership firm engaged in banking business is:

**《旅游游游游游游游游游游游游游游游** 

20 (b) 50 (c) 10 (d) 100

Active Partner (b) Sleeping Partner (c) Nominal Partner (d) Partner in profits only

Before Profit and Loss Account (b) After Profit and Loss Account (c) Along with Profit and LossAccount (d) None of these Profit and Loss Account (b) Partner's Capital Account (c)

Cash Account (d) Drawings Account

Charged against profit (b) Appropriation of profit (c)

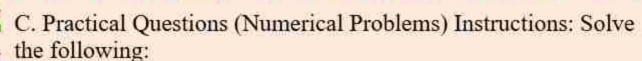
Expense of firm (d) None of these

There is a provision in Partnership Deed (b) All partners agree (c) Senior partner demands (d)None of these

Use of firm's resources (b) Partner's personal expenses (c) Loan given by firm (d) None ofthese

Drawings are more than capital (b) Capital is more than drawings (c) Profits are high (d) Noneof the above

- 1. When a partner contributes only skill, he is known as:
- Profit and loss appropriation account is prepared:
- 3. Interest on Capital is credited to:
- 4. Salary to a partner is:
- 5. Remuneration to partners is allowed when:
- 6. Interest on drawings is charged for:
- 7. Partner's capital account shows a debit balance when:



- A and B are partners sharing profits in the ratio of 3:2. Their capitals were Rs. 60,000 and Rs.40,000 respectively. Interest on capital is allowed @ 5% p.a. Calculate interest on capital.
- 2. In the absence of Partnership Deed, A and B have invested Rs. 1,00,000 and Rs. 50,000 respectively. How will profits of Rs. 30,000 be distributed?
- A, B and C are partners sharing profits equally. C is entitled to a salary of Rs. 10,000 per annum.

Profit for the year is Rs. 60,000 before charging C's salary. Show distribution of profits.

- X and Y are partners sharing profits in the ratio 2:1. X withdrew Rs. 12,000 and Y withdrew Rs.8,000 during the year. Interest on drawings is to be charged @ 6% p.a. Calculate interest on drawings.
- Calculate the amount of profit to be distributed among partners if Net Profit is Rs. 1,20,000; Interest on capital Rs. 10,000; Salary to Partner Rs. 5,000.
- 3. A and B are partners without any agreement. A contributed Rs. 80,000 and B contributed Rs.20,000. B demands interest on capital @ 6% p.a. How will you settle the dispute?
- A, B and C are partners. Net Profit is Rs. 90,000.
   Appropriations: Salary to A Rs. 12,000; Commission to B Rs. 6,000; Interest on Capital Rs. 5,000 each. Share the profit among partners.

- X and Y are partners. X drew Rs. 24,000 evenly throughout the year. Interest on drawings ischarged @ 5% p.a. Calculate interest on drawings.
- Partners A and B have capital balances of Rs. 50,000 and Rs. 70,000 respectively. Interest oncapital @ 10% p.a. is allowed. Calculate total interest.
- Profit of the firm is Rs. 50,000. Salary to Partner A is Rs. 8,000, Interest on capital to B is Rs.

2,000. Balance profit is to be shared equally. Prepare Profit and Loss Appropriation Account.

End of Assignment