

MARKING SCHEME

MT 3 – BUSINESS ADMINISTRATION (833)

Q.N	ANSWERS	MARK
1	Ctrl + A	1
2	True	1
3	Philanthropic Responsibility	1
4	Ctrl + I	1
5	CLICK where you want to insert the picture in the presentation. On the INSERT tab, in the images group, click pictures and click on This Device. In the dialog box that opens, browse the picture that you want to insert, click that picture and then click INSERT	2
6	The two styles of leadership predicted in the given paragraph are as follows, a. Autocratic leadership – “therefore, she distributes the work to Vishal, Mayank, Supriya and Suhani as per her discretion” b. Participative leadership – “Hence, Rima discusses with Mayank, Supriya and Suhani to meet the deadline.”	4
7	The concept referred in the given paragraph is Corporate Social Responsibility. CSR is a concept where by companies integrate social and environmental concerns in their business operations and in their interactions with their stakeholders on a voluntary basis. IMPORTANCE OF CSR <ul style="list-style-type: none"> • From employees point of view – Provide healthy working condition and descent salary for employees • From customer point of view – Follow ethical practices in manufacturing products and provide quality goods at reasonable price • From investor point of view – Provide protection to investors by investing their funds in profitable avenues and by providing better returns • From suppliers’ point of view – Provide timely payments to suppliers to ensure the uninterrupted supply of raw materials • From government point of view – Ensure the regular payment of taxes • From social point of view – Optimum utilization of resources and quality production of goods and 	4

	services at reasonable price along with consideration for environment	
8	<p>Qualities of a good leader</p> <ul style="list-style-type: none"> • Physical feature • Intelligence • Maturity • Sense of responsibility • Human relations attitude • Inner motivation • Emotional balance • Empathy • Vision and foresight 	6