

# MICRO ECONOMICS

## CHAPTER - 1

### INTRODUCTION

#### I. Choose the correct answer (each question carries 1 mark)

- The scarce resources of an economy have
  - Competing usages
  - Single usages
  - Unlimited usages
  - None of the above
- Which of the following is an example of micro economic study?
  - National Income
  - Consumer behaviour
  - Unemployment
  - Foreign trade
- Central problems of an economy includes
  - What to produce
  - How to produce
  - For whom to produce
  - All of the above
- Traditionally, the subject matter of economics has been studied under the following broad branches.
  - Micro & Macro Economics
  - Positive & Normative
  - Deductive & Inductive
  - None of the above

#### II. Fill in the blanks (each question carries 1 mark)

- Scarcity of resources gives rise to \_\_\_\_\_
- In a centrally planned economy all important decisions are made by \_\_\_\_\_
- \_\_\_\_\_ is a set of arrangements where economic agents can freely exchange their endowments or products with each other.
- In reality, all economies are \_\_\_\_\_

#### III. Match the following (each question carries 1 mark)

- | A                            | B                           |
|------------------------------|-----------------------------|
| 1. Market economy            | a. Government               |
| 2. Service of a Teacher      | b. Private ownership        |
| 3. Centrally planned economy | c. Skill                    |
| 4. Positive economics        | d. Evaluate the Mechanism   |
| 5. Normative economics       | e. Functioning of Mechanism |

**IV. Answer the following questions in a sentence/word. (each question carries 1 mark)**

1. Why does the problem of choice arise?
2. What is market economy?
3. What do you mean by centrally planned economy?
4. Give the meaning of micro economics.
5. What do you mean by positive economics?
6. What is normative economics?

**V. Answer the following questions in 4 sentences. (each question carries 2 marks)**

1. Mention the central problems of an economy.
2. Distinguish between Micro and Macro economics.
3. Distinguish between positive and normative economics.
4. What do you mean by production possibility set?
5. What is opportunity cost?
6. What is production possibility frontier?

**VI. Answer the following questions in 12 sentences. (each question carries 4 marks)**

1. Briefly explain, how the Family farm, Weaver, Teacher can use their resources to fulfill their needs in a simple economy.
2. Briefly explain the production possibility frontier.
3. Briefly explain the central problems of an economy.
4. Write a short note on a centrally planned economy.
5. Write a short note on market economy.

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## Chapter I – Nature and Significance of Management

Sl.No.	Question	K/U/A/S	Marks
<b>Part - A</b>			
1	What is Efficiency?	K	1
2	What is Effectiveness concerned with?	U	1
3	Give an example for top level/middle level/supervisory level management.	A	1
4	Which of the following is not a function of management (a) Planning (b) Staffing (c) Cooperating (d) Controlling	A	1
5	Management is (a) an art (b) a science (c) both art and science (d) neither	A	1
6	The following is not an objective of management (a) earning of profits (b) growth of the organization (c) providing employment (d) policy making	A	1
7	Policy formulation is the function of (a) Top level management (b) Middle level management (c) Operational management (d) All of the above	A	1

8	Coordination is (a) Function of management (b) The essence of management (c) An objective of management (d) None of the above	A	1
<b>Part - B</b>			
9	Define Management.	U	2
10	State any two Organizational Objectives of Management.	K	2
11	Define Coordination.	U	2
12	Justify the importance of coordination by any two factors.	U	2
<b>Part - C</b>			
13	Explain the Objectives of Management. (2+1+1)	U	4
14	Give any four grounds to say Management is important. (Importance of Management)	U	4
<b>Part - D</b>			
15	Explain the characteristics of Management. (1+1+2+1+1+1+1)	U	8
16	"Management as an art and a science are not mutually exclusive, but complement to each other"- Elucidate. (3+3+2)	AU	8
17	Define Coordination. Explain the characteristics of Coordination. (2+6)	U	8
18	'Management is a series of continuous interrelated functions.' Comment. (3+5)	AU	8

### Chapter -2

### Principles of Management

S/N o.	Question	K/U/A/S	Marks
<b>Part - A</b>			
1	Who is known as the Father of General Management?	K	1

Balance sheet as on 31-03-2013

Liabilities	₹	Assets	₹
Capital Fund	1,20,000	Buildings	1,35,000
Subscriptions for 2013-14	15,000	Furniture	45,000
O/s Office Expenses	6,000	Sports Materials	30,000
Bank Loan	69,000	O/S subscriptions	15,000
		O/S Rent	6,000
		Cash Balance	9,000
	2,40,000		2,40,000

Dr Receipts and Payments A/c for the year ending 31.3.2014. Cr

Receipts	₹	Payments	₹
To Cash Balance	9,000	By Office Expenses:	
* Subscriptions:		2012-13	6,000
2012-13	15,000	2013-14	24,000
2013-14	45,000	* Salary	36,000
2014-15	6,000	* Sub. to newspaper	9,000
* Admission Fees	15,000	* Bank Loan paid	39,000
* Rent	12,000	* Sports Materials	15,000
* Sale of old newspapers	3,000	* Cash Balance	6,000
* Donations	30,000		
	1,35,000		1,35,000

**Adjustments:**

1. Subscriptions o/s for current year ₹ 9,000,
2. Salary outstanding ₹ 3000,
3. Half of the Donations and Admission Fees are to be Capitalised,
4. Depreciate Sports Materials by ₹ 6,000,
5. Appreciate Buildings by ₹ 15,000 and depreciate Furniture by 10%.

**Prepare:**

1. Income and Expenditure account
2. Balance Sheet as on 31-03-2014.

**Answer: I & E Surplus ₹33,000, Total of B/S ₹2,44,500.**

10. Following are the Balance Sheet and Receipts and payments Account of Diamond Sports Club, Chitradurga.

Balance sheet as on 31-03-2012

Liabilities	₹	Assets	₹
Outstanding Salary	3,500	Cash Balance	10,500
Pre-received subscriptions	2,000	Sport Materials	25,000
Capital Fund	92,000	Furniture	12,000
		Land and Building	50,000
	97,500		97,500

Dr **Receipts and Payments A/c for the year ending 31.3.2013.** Cr

Receipts	₹	Payments	₹
To Balance b/d	10,500	By Salary	23,000
" Subscriptions	42,000	" Sports Materials (30-09-2012)	14,000
" Entrance Fees	5,000	" Investments	10,000
" Sale of old newspaper	1,500	" Postage	1,200
" Sports fees	7,200	" Electricity Charges	2,300
		" Up keep of Grounds	4,500
		" Balance c/d	11,200
	66,200		66,200

**Adjustments:**

1. Outstanding Subscriptions for 2012-13 ₹1,000,
2. Outstanding as on 31-03-2013 Salary ₹4,500 and Electricity Charges ₹700,
3. Half of the Entrance Fees to be Capitalised,
4. Depreciate Sports Materials at 20% p.a. and Furniture at 5%,

**Prepare:**

1. Income and Expenditure Account
2. Balance Sheet as on 31.03.2013.

**Answer: I & E Surplus ₹ 16,500, Total of B/B ₹ 1,16,200.**

◆◆◆◆◆

**Learning Objectives****After studying this chapter, you should be able to:**

- State the objectives of the chapter.
- State the importance of the chapter.
- Describe the various types of accounts.
- List the various types of accounts.
- Describe the various types of accounts.
- Explain the various types of accounts.
- Highlight the various types of accounts.
- Explain the various types of accounts.

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c)

b) /

c)

d)

d)

e)

**Answer: I & E A/c surplus ₹6,400, Total of B/S ₹34,700.**

**08.** Following are the Balance Sheet and Receipts and Payments Account of Buddivardaka Library, Shirasi.

**Balance sheet as on 01-04-2013**

<b>Liabilities</b>	<b>₹</b>	<b>Assets</b>	<b>₹</b>
Outstanding Rent	200	Cash in hand	1,400
Capital Fund	23,800	Books	14,000
		Furniture	8,000
		O/S Subscriptions	600
	24,000		24,000

**Dr Receipts and Payments A/c for the year ending 31.3.2014. Cr**

<b>Receipts</b>	<b>₹</b>	<b>Payments</b>	<b>₹</b>
To Balance b/d	1,400	By Rent	2,400
* Subscriptions	12,000	* Printing	1,200
* Entrance Fees	2,000	* Office expenses	2,800
* Sale of old newspaper	1,000	* Books bought(30-09-13)	10,000
* Sundry Receipts	600	* Investments	2,000
* Donations	4,000	* Balance c/d	2,600
	21,000		21,000

**Adjustments:**

1. Outstanding Rent 31-03-2014 was ₹300
2. Subscriptions receivable for the year 2013-14 amounted to ₹400
3. Subscriptions received in advance for the year 2014-15 was ₹800,
4. Half of the Entrance Fees and half of the Donations are to be Capitalised,
5. Depreciate Books at 10% and Furniture at 5%.

**Prepare:**

1. Income and Expenditure Account
2. Balance Sheet as on 31-03-2014.

**Answer: I & E Surplus ₹6,800. Total of B/S ₹34,700.**

**Adjustments**

1. Interest earned but not received ₹ 1,200.
2. Outstanding salaries ₹ 1,750
3. Special donations and life membership fees are to be capitalized.
4. Sports materials on 31-03-2013 Were valued at ₹ 7,500.
5. Depreciate Building by ₹ 5,000.
6. O/S Subscriptions ₹ 4,500 and subscriptions received in advance ₹ 1,250

**Prepare:**

1. Income and expenditure account and
2. Balance sheet as on 31.03.2013.

**Answer: I & E A/C surplus ₹12,400, Total of B/S ₹3,60,400**

Following are the Balance Sheet and Receipts and Payments Accounts C N Dhurgha Sports Club, Tumkur.

**Balance sheet as on 31-03-2012**

<b>Liabilities</b>	<b>₹</b>	<b>Assets</b>	<b>₹</b>
Outstanding salary	2,000	Cash balance	7,300
Capital fund	32,500	O/S subscriptions	1,200
		Furniture	10,000
		Sports materials	16,000
	34,500		34,500

**Dr Receipts and Payments A/c for the year ending 31.3.2013. Cr**

<b>Receipts</b>	<b>₹</b>	<b>Payments</b>	<b>₹</b>
To Balance b/d	7,300	By salary	10,000
* Subscriptions	38,000	* purchase of sports materials	6,000
* Entrance Fees	2,000	* Investments	20,000
* Sale of old newspapers	200	* Fixed deposits	10,000
* Sale of old sports Materials	1,200	* Postage	300
* Rent	7,000	* General expenses	400
		* Lighting charges	1,300
		* Balance c/d	7,700
	55,700		55,700

**Adjustment:**

1. Subscriptions outstanding for the year 2012-2013 ₹ 3,000.
2. Subscriptions received in advance for the year 2013-2014 ₹ 1000.
3. Depreciate sports materials by ₹ 5000 and furniture by ₹500.
4. Capitalize entrance fees.
5. Outstanding salaries ₹ 1,800 and lighting charges ₹ 300.

**Prepare:**

1. Income and expenditure account and
2. Balance sheet as on 31-03-2013.

**Answer: I & E A/C surplus ₹ 29,600, Total of B/S ₹ 67,200**





# Green Valley National School and PU College, Shiroor

## II PUC Computer Science Assignment

1. What is meant by Plug and play devices?
2. What is the purpose of port and buses?
3. Explain cache memory.
4. What is the purpose of controllers in the I/O system?
5. Explain USB Port.
6. Name the different components of North Bridge.
7. What is a slot? Mention any two types.
8. Explain the characteristics of motherboard.
9. Explain the different components of motherboard.
10. Explain Parallel port.
11. What is data bus and address bus?

निम्नलिखित शब्दों में से प्रत्यय अलग कर लिखिए -

2 x 1=2

गहराई, मुस्कुराहट

.. किसी एक विषय पर निबंध लिखिए -

1. देश प्रेम, 2. समाज सेवा, 3. मित्रता

~~2 x 1=2~~

आपके मोहल्ले में आए दिन चोरियाँ हो रही हैं। इसकी सूचना देते हुए संबंधित अधिकारी को पत्र लिखिए।

. निम्न लिखित अनुच्छेद पढ़कर उस पर आधारित प्रश्नों के उत्तर लिखिए -

5 x 1=5

संसार में तीन बातें बड़ी महत्वपूर्ण होती हैं। इनको प्राप्त करके तुम अपना निर्वाह कर सकोगे। ये तीन बातें हैं - अपनी आत्मा का, अपने आप का और ईश्वर का सच्चा ज्ञान प्राप्त करना। इनका मतलब यह नहीं कि तुम्हें अक्षर ज्ञान नहीं मिलेगा। यह तो मिलेगा ही। इसके लिए तुम्हारे पास अभी बहुत समय है। अक्षर-ज्ञान तो इसलिए होता है कि जो तुम्हें मिला है, उसे तुम दूसरों को दे सको। इतना और याद रखना कि जब से हमें गरीबी में ही सुख है। इसलिए मेरी इच्छा है कि अपने परिवार में तुम एक योग्य किसान बनो। अक्षर-ज्ञान में गणित और हिंदी का पूरा ध्यान रखना। भविष्य में हिंदी तुम्हारे लिए बहुत उपयोगी सिद्ध होगी। ये दोनों विषय बड़ी उम्र में सीखना कठिन है।

1. उपर्युक्त गद्यांश में किन तीन महत्वपूर्ण बातों की चर्चा की गई है?
2. लेखक के अनुसार 'अक्षर-ज्ञान का क्या उद्देश्य है'?
3. लेखक अपने पुत्र को योग्य किसान बनने की सलाह क्यों दे रहा है?
4. अक्षर-ज्ञान में कौन से दो विषयों का ध्यान रखना है?
5. इस गद्यांश के लिए उपयुक्त शीर्षक दीजिए।

.. हिंदी में अनुवाद कीजिए -

5 x 1=5

अ. Human wants are unlimited but natural resources are limited.

मनुष्यन असंगणक मिति रल्ल. अदर प्रकृतिक संपनल्लुगणक मिति रद.

आ. If there is no discipline in life, then there is no happiness and peace.

अवसनदल्लु शिसुल्लद सुख-शांति रल्ल.

इ. The Problems of unemployment is increasing day by day.

दनकलदंत निरुदुल्लेण समसु लुल्लुणुगुल्लुदुद.

ई. Principal punished few students for misbehaviour.

प्रानुसुअलरु कलवु मकलनु कल्लु सुधुअवक्यागि दंडिसिदरु.

उ. I will answer these questions tomorrow.

नाम अ प्रल्लुणुगुल्लु नाल लुतुदुसुव.



अ). निम्न लिखित वाक्य शुद्ध कीजिए :-

4 x 1=4

अ) साहित्य और जीवन का घोर संबंध है ।

आ) लाल बहादूर शास्त्री का देश सदा आभारी रहेगा ।

इ) कृपया से मेरा नाम भी लिख लीजिए ।

ई) मेरे पास केवल मात्र पचास रुपए हैं ।

आ). कोष्ठक में दिए गए उचित कारक चिन्हों से रिक्त स्थान भरिए :-

( ने, से, की, का, पर )

4 x 1=4

अ. चैत \_\_\_\_\_ महीना था ।

आ. रहीम \_\_\_\_\_ राम की ओर विश्वास से देखा ।

इ. अब इन व्यापारों \_\_\_\_\_ उसे घृणा होती है ।

ई. तुम्हारे बेटी \_\_\_\_\_ तो कमाई है ।

इ). निम्न लिखित वाक्यों को सूचनानुसार बदलिए :-

3 x 1=3

क. रात की दावत हमारे घर पर थी । (वर्तमानकाल में बदलिए )

ख. वह गद-गद कंठ से कहता है । ( भूतकाल में बदलिए )

ग. उसने हमें गाड़ियों में घुमाया । ( भविष्यकाल में बदलिए )

ई). निम्नलिखित मुहावरों को अर्थ के साथ जोड़कर लिखिए :-

4 x 1=4

क

ख

अ. आँखों का काँटा होना

नाराज़ होना

आ. आँखें नीली-पीली करना

कृपादृष्टी न रखना

इ. आँखों में चर्बी छाना

शत्रु होना

ई. आँख बदल जाना

आज्ञान के अंधकार में रहना

अन्य लिंग रूप लिखिए :- श्याम, साधु, क्षत्रिय

3 x 1=3

अनेक शब्द के लिए एक शब्द लिखिए :-

3 x 1=3

अ). संध्या और रात्रि के बीच का समय \_\_\_\_\_

आ). साफ साफ कहनेवाला \_\_\_\_\_

इ). उपजाऊ भूमि \_\_\_\_\_

निम्नलिखित शब्दों के साथ उपसर्ग जोड़कर नए शब्दों का निर्माण कीजिए -

2 x 1=2

अपराध, दर्शन



## Green valley National school and PU College, shirur.

### II PUC English work sheet

#### 4. (Two strangers on the road)

Salim : \_\_\_\_\_ is there a medical store nearby? (Starting conversation)  
Sharat : Yes, there is one right across the street  
Salim : How \_\_\_\_\_ (Asking for distance)  
Sharat : \_\_\_\_\_ (Giving information)  
Salim : \_\_\_\_\_ (Expressing gratitude)

#### 5. (Two friends at college)

Mohan : Hi Ramesh. Good morning.  
Ramesh : \_\_\_\_\_ (Responding to greeting)  
Mohan : \_\_\_\_\_ your cell phone for a moment? (Requesting)  
Ramesh : Sure, no problem. \_\_\_\_\_ (Offering)  
Mohan : It will only be a minute or two.  
Ramesh : Take your time. No rush.  
Mohan : \_\_\_\_\_ (Expressing gratitude)

#### 6. (Two friends discussing homework)

Rama : May \_\_\_\_\_ with the homework? (Requesting)  
Susan : I'd be glad to help out \_\_\_\_\_ (Inquiring about difficulty)  
Rama : I don't understand this equation. Would you mind explaining it to me?  
Susan : \_\_\_\_\_ Don't worry. (Assuring help)  
Rama : \_\_\_\_\_ (Expressing gratitude)

#### 7. (Two friends talking about an unpleasant event)

Vinay : Hi, Shankar.  
Shankar : \_\_\_\_\_ (Responding to greeting)  
Vinay : Shankar, our friend Mahesh had an accident this morning.  
Shankar : \_\_\_\_\_ Where did it happen? (Expressing sympathy)  
Vinay : \_\_\_\_\_ (Giving information)  
Shankar : Shall we go and see him this evening?  
Vinay : \_\_\_\_\_ (Accepting)

#### 8. (A telephone call)

Prabhu : Good morning madam. Is this VIMS hospital?  
Clerk : Good morning. This is VIMS. Who's calling?  
Prabhu : \_\_\_\_\_ from Koppal. (Introducing)  
Clerk : \_\_\_\_\_ (Offering help)

Prabhu : I have an appointment with Dr. Narayan on 27<sup>th</sup> of this month.  
Would \_\_\_\_\_? (Requesting another appointment)  
Clerk : Just a minute. I will check. \_\_\_\_\_ (Enquiring)  
Prabhu : My patient ID is VIMS1774, madam.  
Clerk : Is 29<sup>th</sup> of this month OK?  
Prabhu : It's OK, madam. Thank you.

#### 9. (Between a son and mother)

Mother : What about your day at college, son?  
Son : It was great, mom. I have been selected captain of the college Hockey team.  
Mother : \_\_\_\_\_ (Congratulating)  
Son : \_\_\_\_\_ (Expressing gratitude)  
Mother : By the way, did you pay the electricity bill on your way home?  
Son : \_\_\_\_\_ (Apologizing)  
Mother : It's OK. Don't forget to pay it tomorrow.  
Son : \_\_\_\_\_ (Accepting)

#### 10. (Two friends)

Mala : \_\_\_\_\_ (Greeting)  
Mary : I'm fine. What about you?  
Mala : Fine. I learnt that you have got a special scholarship. \_\_\_\_\_ (Congratulating)  
Mary : Yes, Mala, thank you. It's given taking into consideration my contribution to theatrical activities.  
Mala : Don't you feel that theatre has lost its relevance?  
Mary : \_\_\_\_\_ (Disagreeing)  
Mala : Anyway, your achievement is unmatched.  
Mary : Thank you. \_\_\_\_\_ (Leave taking)

#### Dialogue Writing (Q.No. 28)

##### 1. (At a store)

Chandru : \_\_\_\_\_, do you work here? (Starting conversation with stranger)  
Assistant : Yes, I do. \_\_\_\_\_? (Offering help)  
Chandru : Do you have children's sweaters?  
Assistant : Yes, they are over there by the wall.  
Chandru : \_\_\_\_\_ (Asking for price)  
Assistant : It's 300 rupees.  
Chandru : Here you are.  
Assistant : \_\_\_\_\_ (Expressing gratitude)

##### 2. (In a library)

Librarian: Hi, \_\_\_\_\_? (Offering help)  
Student : I am looking for a book, but I could not find it.  
Librarian: \_\_\_\_\_ (Asking for book name)  
Student : God of Small Things.  
Librarian: Do you remember the author?  
Student : \_\_\_\_\_ (Giving author name-Arundhati Roy)  
Librarian: The book is on the second floor in Indian literature section.  
Student : \_\_\_\_\_ I will go there. (Expressing gratitude)

##### 3. (Two friends at a hotel)

Ravi : John, \_\_\_\_\_ for breakfast? (Enquiring)  
John : What \_\_\_\_\_? (Asking for preference)  
Ravi : I prefer dosa. Shall \_\_\_\_\_? (Offering choices)  
John : I don't like masala dosa. I would prefer set dosa.  
Ravi : \_\_\_\_\_ I will order set dosa. (Accepting)