

**QUICK DRILL · CBSE CLASS 12**

# Planning

Business Studies · Chapter 4 · 15 MCQs · 20 minutes · PYQ-tagged with time budgets

DATE	TOTAL MARKS	DURATION	MARKING	TARGET
_____	<b>15</b>	<b>20 min</b>	<b>+1 / 0</b>	<b>≥ 12/15</b>

**OBJECTIVES**

Reinforce the four core topics of Planning via 15 PYQ-derived MCQs. Identify weak sub-topics via concept-node IDs (see answer key). Build per-question time budget habit.

**INSTRUCTIONS**

Attempt all 15. Time budget shown per Q (use it as pacing guide). Mark answers (A/B/C/D) in the margin. Answer key + explanations on the last page. **Don't peek — score yourself honestly.**

**SECTION · QUICK DRILL**

Q 1-15 · 20 MIN

**Q1.** Planning is best defined as:

- (A) Forecasting the future
- (B) Deciding in advance what, how, when and who
- (C) Organising resources
- (D) Controlling performance

PYQ 2018 · Delhi · 1m · 30s

**Q2.** Planning is called the PRIMARY function of management because:

- (A) It is the most difficult
- (B) All other functions follow planning
- (C) It is done only by top managers
- (D) It is done last

PYQ 2019 · All India · 1m · 30s

**Q3.** Which is NOT a feature of planning?

- (A) Goal-oriented
- (B) Futuristic
- (C) Reduces creativity
- (D) Pervasive

PYQ 2022 · Delhi · 1m · 30s

**Q4.** Planning provides the basis for controlling because it:

- (A) Reduces cost
- (B) Establishes standards against which performance is measured
- (C) Promotes innovation
- (D) Reduces uncertainty

PYQ 2020 · Delhi · 1m · 30s

**Q5.** Which is a LIMITATION of planning?

- (A) Provides direction
- (B) Reduces overlap
- (C) Does not guarantee success
- (D) Promotes innovation

PYQ 2023 · Delhi · 1m · 30s

**Q6.** The FIRST step in the planning process is:

- (A) Developing premises
- (B) Identifying alternatives
- (C) Setting objectives
- (D) Follow-up

PYQ 2018 · All India · 1m · 25s

**Q7.** Assumptions about the future on which plans are based are called:

- (A) Objectives
- (B) Planning premises
- (C) Strategies
- (D) Policies

PYQ 2022 · All India · 1m · 30s

**Q8.** A COMPREHENSIVE plan that is long-term, accounts for the environment, and factors in competition is a:

- (A) Policy
- (B) Strategy
- (C) Procedure
- (D) Rule

PYQ 2019 · Delhi · 1m · 30s

**Q9.** 'No smoking on the premises' is an example of a:  
(A) Policy (B) Procedure  
(C) Method (D) Rule  
PYQ 2021 · Delhi · 1m · 25s

**Q10.** A SEQUENCE of routine steps for performing a recurring activity is a:  
(A) Programme (B) Procedure  
(C) Budget (D) Policy  
PYQ 2020 · All India · 1m · 30s

**Q11.** Straight-line depreciation is an example of a:  
(A) Method (B) Rule  
(C) Policy (D) Programme  
PYQ 2022 · Outside Delhi · 1m · 30s

**Q12.** A single-use plan expressing expected results in numerical terms for a specific period is a:  
(A) Strategy (B) Policy  
(C) Budget (D) Procedure  
PYQ 2023 · All India · 1m · 30s

**Q13.** Which of the following is a STANDING plan?  
(A) Programme (B) Budget  
(C) Policy (D) Project plan  
PYQ 2022 · Delhi · 1m · 25s

**Q14.** 'We promote employees from within the organisation' is an example of a:  
(A) Rule (B) Policy  
(C) Procedure (D) Method  
PYQ 2020 · Outside Delhi · 1m · 25s

**Q15.** The LAST step in the planning process is:  
(A) Selecting an alternative (B) Implementing  
(C) Follow-up action (D) Evaluating alternatives  
PYQ 2024 · Delhi · 1m · 25s

## ANSWER KEY & EXPLANATIONS

Q 1-15 · MARK YOUR SCORE

**Q1. Answer: B**

Planning is deciding in advance the course of action.

**Q2. Answer: B**

Organising/staffing/directing/controlling all flow from plans.

**Q3. Answer: C**

'Reduces creativity' is a LIMITATION, not a feature.

**Q4. Answer: B**

Planned standards are what control compares against.

**Q5. Answer: C**

Planning does not guarantee success — a textbook limitation.

**Q6. Answer: C**

Setting objectives is step 1.

**Q7. Answer: B**

Planning premises are assumptions about the future.

**Q8. Answer: B**

Strategy has 3 dimensions: long-term + environment + competition.

**Q9. Answer: D**

Rule = rigid 'must/must not' allowing no discretion.

**Q10. Answer: B**

Procedure = sequence of routine steps.

**Q11. Answer: A**

Method = the prescribed way of doing ONE step within a procedure.

**Q12. Answer: C**

Budget = single-use, numerical, period-specific.

**Q13. Answer: C**

Policy is used repeatedly — a standing plan.

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**Q14. Answer: B**

Policy = general guideline for decision-making.

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**Q15. Answer: C**

Follow-up is the 7th and final step.