

Seat Number: - \_\_\_\_\_

Signature of Supervisor with Date:- \_\_\_\_\_

[Duration: - 2 ½ Hours]

BM95PMG22

[Marks 75]

Note: -

1. All questions are compulsory.
2. Figures to the right indicate full marks.
5. Students will be allowed 15 Minutes extra time per hour.

### PART-A

#### Q.1) Multiple Choice Questions

(35)

1. The process of management is \_\_\_\_\_ in nature.  
A) One time    B) Continuous    C) Constant    D) Rare
2. \_\_\_\_\_ father of scientific management was the first person to consider management as a science.  
A) Henri Fayol    B) F. W. Taylor    C) Elton Mayo    D) Mary Parker
3. \_\_\_\_\_ of the following is not a function of management?  
A) Planning    B) Staffing    C) Co-operation    D) Controlling
4. The heart of management is : \_\_\_\_\_  
A) Planning    B) Directing    C) Controlling    D) Staffing
5. Policy formulation is done by: \_\_\_\_\_ Management.  
A) Top level    B) Lower level    C) Middle level    D) Supervisory level
6. \_\_\_\_\_ is the odd one out.  
A) Board of directors    B) Chief executive    C) Foremen    D) Shareholders
7. \_\_\_\_\_ is the point at which there is no profit or no loss.  
A) Break Even Point    B) Surplus Profit    C) Minimum Profit    D) IRR
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9. The heart of management is : \_\_\_\_\_  
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10. Policy formulation is done by: \_\_\_\_\_  
A) Top level management    B) Lower level management    C) Middle level management    D) Supervisory level management
11. \_\_\_\_\_ is the odd one out  
A) Board of directors    B) Chief executive    C) Shareholders    D) Foremen
12. Management is getting things done through the \_\_\_\_\_ of others.  
A) Orders    B) Instructions    C) Efforts    D) Guidelines
13. Henry Fayol was a : \_\_\_\_\_  
A) Mechanical Engineer    B) Software Engineer    C) Electronics Engineer    D) Production Engineer
14. 'Division of work' means \_\_\_\_\_:  
A) Work should be divided into small tasks    B) labor should be divided  
C) Resource should be divided among jobs    D) It leads to specialization
15. \_\_\_\_\_ 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
16. \_\_\_\_\_ refers to establishing goals and a suitable course of action to achieve those goals.  
A) Planning    B) Organizing    C) Controlling    D) Staffing
17. \_\_\_\_\_ refers to giving the same direction to all employees doing similar activities.  
A) Unity of Command    B) Unity of Direction    C) Division of Work    D) Planning
18. \_\_\_\_\_ refers to wages and salaries of the employees  
A) Remuneration    B) Delegation    C) Communication    D) Coordination
19. \_\_\_\_\_ the following is not in the 5 types of needs proposed by Maslow

- A) Psychological needs B) Social needs C) Safety needs D) Esteem needs
20. \_\_\_\_\_ refers to the number of subordinates that can be by one manager.  
A) Span of control B) Balance C) Chain of command D) Team spirit
21. \_\_\_\_\_ process transfers authority from one position to another in an organization.  
A) Delegation B) Communication C) Planning D) Span of control
22. \_\_\_\_\_ organization refers to a structure of well defined authority and responsibility.  
A) Formal B) Informal C) Tall D) Flat
23. \_\_\_\_\_ refers to interlinking of activities.  
A) Coordination B) Direction C) Planning D) Organizing
24. \_\_\_\_\_ refers to searching for potential candidates for the job.  
A) Recruitment B) Selection C) Staffing D) Controlling
25. \_\_\_\_\_ refers to filling of positions in an organization.  
A) Staffing B) Selecting C) Recruitment D) Training
26. Process of Planning does not include \_\_\_\_\_  
A) Analysis of Environment B) Setting goals C) Framing Alternative Plans D) Problem of Technical Staff
27. Controlling function of management is \_\_\_\_\_  
A) forward looking B) backward looking C) forward as well as backward looking D) management of the company
28. Accountability means \_\_\_\_\_  
A) Authority B) Responsibility C) Answerability D) Delegation
29. \_\_\_\_\_ is the tendency to disperse decision making authority in  
A) an organization structure. B) Decentralization C) Centralization D) Delegation of Responsibility
30. Subordinates should be given freedom to come up with suggestions and ideas is called as \_\_\_\_\_  
A) Initiative B) Espirit de corps C) Equity D) Scalar chain
31. \_\_\_\_\_ from the following is not an Advantage of Decentralization  
A) Less burden on top management B) Optimum use of resources C) Better relations D) High Cost
32. \_\_\_\_\_ refers to the achievement/attainment of the objectives  
A) Efficiency B) Estimation C) Effectiveness D) Evaluation
33. \_\_\_\_\_ of the following is not the feature of Management  
A) Intangible B) Pervasive C) Dynamic D) Static
34. \_\_\_\_\_ defined the managerial principles by the catchword 'POSDCORB'?  
A) Lutter Gullick B) Frederick Taylor C) Mary Niles D) Elton Mayo
35. \_\_\_\_\_ of the following approach is basically reactive in nature  
A) Rigid Approach B) Identity Approach C) Contingency Approach D) Stock Approach

**Answer Sheet for Multiple Choice Questions**

Q. No.	Ans.	Q. No.	Ans.	Q. No.	Ans.	Q. No.	Ans.	Q. No.	Ans.
1		8		15		22		29	
2		9		16		23		30	
3		10		17		24		31	
4		11		18		25		32	
5		12		19		26		33	
6		13		20		27		34	
7		14		21		28		35	

Marks Obtained: - \_\_\_\_\_

Signature of the Examiner: - \_\_\_\_\_

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[Marks 75]

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PART B

Q.2 Answer the Following - (Any One)

(10 M)

A) Define management & explain its features. (Any one)

B) Explain 14 principles given by Henri Fayol

C) Describe important functions of management

Q.3 Answer the Following - (Any One)

(10 M)

A) Discuss MBO process in detail

B) What are the steps in the decision-making process?

C) Define planning & explain its features

(P.T.O)

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- B) What is matrix organization? Explain its main features.
- C) Explain departmentation by products & by customers.

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