

DURATION: - 3 hrs

233061123

MARKS:- 100

Note: - (1) All questions are compulsory.
 (2) All questions carry equal marks.

Q.1 A) Choose the correct answer from the option given below. (Any 10) (CO1,2,34) 10M

- 1 The top level managers require more of _____ skills.
 a) Human b) Conceptual c) Technical d) Directing..
 - 2 _____ function of management facilitates SWOT Analysis.
 a) Organising b) Controlling c) Planning d) Decision making.
 - 3 Professional managers place emphasis on _____.
 a) Activities b) Formalities c) Powers d) Results.
 - 4 Quality circle is _____ group of employees.
 a) Designated b) Voluntary c) Compelled d) General
 - 5 _____ Plans are meant for repeated use as and when the situation demand.
 a) Single use b) General c) Standing d) Specific.
 - 6 In _____ organisation, there are many levels of management.
 a) Short b) Medium c) Tall d) Flat.
 - 7 There is lack of _____ in line Organization.
 a) Command b) Secisipn making c) Specialization d) Generalization.
 - 8 _____ Is the sum total of physical, mental and social qualities.
 a) Intelligence b) Initiative c) Controlling d) Personality.
 - 9 _____ Is a long-term action plan for achieving the goal.
 a) Program b) procedure c) strategy d) schedule.
 - 10 _____ style of leadership aims at creating family atmosphere within the organization.
 a) Conservative b) Paternalistic c) Autocratic d) Participative
 - 11 _____ Skills are also known as interpersonal skills
 a) Technical b) Conceptual c) Human relations d) Controlling.
 - 12 Delegation of authority _____ the burden on superior.
 a) Technical b) Conceptual c) Human relations d) Controlling.
- Q.1 B) State whether following statements are True or False (Any 10) (CO1,2,34)(U) 10M
- 1 Henri foyal is considered as the father of modern management.
 - 2 The principle of equity implies equality towards employees.
 - 3 Manager need to frame rigid plans.

- 4 A budget is a Statement of expected results expressed in numerical terms.
- 5 Peter Drucker popularized the concept of management by objectives.
- 6 Coordination is the essence of management.
- 7 Departmentation is necessary in small organisation.
- 8 The informal organizations makes use of grapevine.
- 9 Bonus is a non-monetary incentives.
- 10 Motivation is a one-time activity.
- 11 Under Laissez faire leadership style, complete freedom is given to subordinates for decision-making.
- 12 A leader act as a link between top management and employees.
- Q.2 Answer any two of the following. 15M**
- 1 Describe the functions of management. (CO1)
- 2 Discuss any eight principles of management given by Henri fayol. (CO 1)(U)
- 3 Explain the significance of Indian ethos to management (CO1)(U,AP)
- Q.3 Answer any two of the following : 15M**
- 1 Describe the steps in MBO Process. (CO2)(R)
- 2 Discuss the importance of planning in business organization. (CO2)(R)
- 3 Explain the advantages of MBE. (CO2)(U)
- Q.4 Answer any Two of the following: 10M**
- 1 Draw and explain line organisation, line and staff organization. (CO 3)(R)
- 2 Discuss the bases of Departmentation (CO 3)(U)
- 3 Distinguish between formal v/s informal organisation . (CO 3)(U)
- Q.5 Answer any two of the following . 15M**
- 1 Explain the factor influencing motivation. (CO4)(R)
- 2 Discuss the qualities of a good leader (CO4)(U,AP)
- 3 Describe the steps in process of controlling . (CO4)(AN)
- Q.6 Answer any four short Notes: (CO1,2,3,4) 20M**
- 1 Features of MIS . (CO2)(R)
- 2 Matrix organisation . (CO3)(U)
- 3 Management skills and competencies (CO1)(AP)
- 4 PODSCORB . (CO1)(U)
- 5 Planning . (CO2)(U)
- 6 Leadership styles . (CO4)(U,AP)

**"Coming together is a beginning;
Keeping together is progress;
Working together is success."**