

Time: 3 hours

Marks: 100

Please check whether you have got the right question paper.

N.B: 1. All questions are compulsory.
2. Figures to the right indicate full marks.

Q1 A. Select the most appropriate answer from the option given below: (any 10) (10)

- i) _____ of management refers to the different categories of managers. (Levels, Skills, Titles)
- ii) Esprit de corps means _____. (Planning, capacity building, team spirit)
- iii) Management by Objectives was introduced by _____. (F.W. Taylor, Peter Drucker, Henri Fayol)
- iv) Planning is a _____ activity. (Mental, virtual, physical)
- v) _____ is a programmed technique of decision making. (Linear Programming / Delphi / Brainstorming)
- vi) _____ is concerned with interlinking of group efforts in an organisation. (Controlling / Communicating / Coordinating)
- vii) _____ Organisation is suitable for multi project or multi product organisations. (Matrix / Line / Line and Staff)
- viii) In _____ organisation, there are many levels of management. (Flat / Tall / Informal)
- ix) _____ organization is referred as a scalar organization. (Matrix, Line and Staff, Line)
- x) _____ is the sum total of physical, mental and social qualities. (Initiative, intelligence, personality)
- xi) _____ style of leadership aims at creating family atmosphere within the organization. (Autocratic, Consultative, Paternalistic)
- xii) _____ is one of the dimensions of management stated by Peter Drucker. (Time, Space, Motion)

(B) State whether the following statements are True or False: (Any ten) (10)

- i) Technical skill is more required at the top level of management.
- ii) Time study was conducted by Frank Gilbreth.
- iii) Indian ethos is not relevant to Indian Management.
- iv) Mission statement reflects the purpose of the organization.
- v) Henri Fayol introduced brainstorming technique of decision-making.
- vi) MBE enables top management to focus on strategic planning and control.
- vii) There is unity of command in the matrix organisation.
- viii) Departmentation is useful for small organisation.
- ix) Generally, informal organization exists in almost all organization.
- x) Bonus is a non-monetary incentive.
- xi) Body language may have a different meaning in different countries.
- xii) Budgetary control is based on forecasting.

Q 2. Answer any two of the following:

(15)

- a) Define management and explain its features.
- b) Explain Henri Fayol's principles of management.
- c) Explain the significance of Indian ethos in management.

Q 3. Answer any 2 of the following:

(15)

- a) Explain any 8 components of planning.
- b) What do you mean by Management by Objective? What are its advantages?
- c) Discuss the impact of technology on decision-making.

Q.4. Answer any TWO of the following:

(15)

- a) What are the main features of virtual organization?
- b) Explain the factors influencing span of management.
- c) Explain the principles of effective delegation.

Q.5. Answer any TWO of the following:

(15)

- a) Explain the factors influencing motivation.
- b) Briefly explain the various styles of leadership.
- c) Explain the essentials of a good control system.

Q6. Write Short notes on: (Any 4)

(20)

- i) Managerial skills
- ii) Importance of coordination
- iii) Components of Management Information System
- iv) Qualities of a Leader
- v) Barriers to communication
- vi) Management by Exception
