

Subject Code : PM/BC-102

To be filled in by the Candidate

BA / BSc / BCom / BBA / BCA
1st Semester End Term
Examination, **2020**

Subject

Paper

INSTRUCTIONS TO CANDIDATES

1. **The Booklet No. of this script should be quoted in the answer script meant for descriptive type questions and vice versa.**
2. **This paper should be ANSWERED FIRST and submitted within 1 (one) Hour of the commencement of the Examination.**
3. **While answering the questions of this booklet, any cutting, erasing, overwriting or furnishing more than one answer is prohibited. Any rough work, if required, should be done only on the main Answer Book. Instructions given in each question should be followed for answering that question only.**

*Signature of
Scrutiniser(s)*

*Signature of
Examiner(s)*

Booklet No. A

Date Stamp

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Roll No.

Regn. No.

Subject

Paper

DESCRIPTIVE TYPE

Booklet No. B

*Signature of
Invigilator(s)*

PM/BC-102

2 0 2 0

(1st Semester)

COMMERCE

Paper No. : BC-102

(Principles of Management)

(PART : A—OBJECTIVE)

(Marks : 25)

The figures in the margin indicate full marks for the questions

1. Choose the correct answer and place its code in the brackets provided : 1×10=10

(a) Statement of expected result in numerical terms in future is

(i) planning

(ii) organizing

(iii) budget

(iv) All of the above

[]

(2)

(b) Managing man carefully to get things done is

(i) planning

(ii) management

(iii) forecasting

(iv) None of the above []

(c) When authority is retained by one or few people, it is a case of

(i) centralization

(ii) decentralization

(iii) control

(iv) None of the above []

(d) Division of work leads to

(i) action

(ii) centralization

(iii) specialization

(iv) None of the above []

(3)

(e) How many levels of management do we have?

(i) One

(ii) Two

(iii) Three

(iv) Four

[]

(f) The period between 1900–1930 in management is known as

(i) Neoclassical period

(ii) Classical period

(iii) Scientific period

(iv) None of the above

[]

(g) The basic function of management does not include

(i) planning

(ii) dictating

(iii) directing

(iv) control

[]

(4)

(h) Management theory Z is propounded by

(i) William Ouchi

(ii) F. W. Taylor

(iii) H. Fayol

(iv) None of them []

(i) One of the important elements of directing process is

(i) control

(ii) leadership

(iii) budget

(iv) None of the above []

(j) Which of the following is not a process of communication?

(i) Message

(ii) Sky

(iii) Receiver

(iv) Decoding []

(5)

2. State whether the following statements are *True (T)* or *False (F)* by putting a Tick (✓) mark : 1×5=5

(a) Predicting future happenings in planning is forecasting.

(T / F)

(b) F. W. Taylor developed scientific management.

(T / F)

(c) Managing Directors in organization falls under middle management.

(T / F)

(d) Leaders need not work but can direct followers from outside.

(T / F)

(e) Motivation is not required in modern management.

(T / F)

(6)

3. Write short notes on the following :

2×5=10

(a) Planning

(7)

(b) Decentralization

(c) Budget

(8)

(d) Decision-making

(9)

(e) Control

2 0 2 0

(1st Semester)

COMMERCE

Paper No. : BC-102

(Principles of Management)

Full Marks : 70 Pass Marks : 45%

Time : 3 hours

(PART : B—DESCRIPTIVE)

(Marks : 45)

The figures in the margin indicate full marks for the questions

1. (a) Explain the 'managerial roles' as proposed by Henry Mintzberg. 9
- Or
- (b) Discuss in brief the various functional areas of management. 9
2. (a) What is meant by Management by Objectives (MBO)? Explain its advantages. 3+6=9

Or

- (b) Explain the meaning of the term 'strategy'. Discuss the various steps involved in strategy formulation. 3+6=9

3. (a) Discuss the principles of delegation of authority. 9

Or

- (b) Distinguish between formal and informal organizations. 9

4. (a) Describe in brief McGregor's theory of motivation (theory X and theory Y). 9

Or

- (b) Define leadership. What is its importance in management? 3+6=9

5. (a) Define control. Explain the requirements of an effective control system. 3+6=9

Or

- (b) What is meant by budgetary control? Explain its advantages and limitations (3 points each). 3+6=9
