

Roll No. 

Total No. of Pages : 02

Total No. of Questions : 09

**BBA/BBA(RD/SIM/Business Economics) (2018 Batch) (Sem.-1)****PRINCIPLES AND PRACTICES OF MANAGEMENT**

Subject Code : BBA 101-18

M.Code : 75082

Time : 3 Hrs.

Max. Marks : 60

**INSTRUCTIONS TO CANDIDATES :**

1. SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.
2. SECTION-B consists of FOUR Sub-sections : Units-I, II, III & IV.
3. Each Sub-section contains TWO questions each, carrying TEN marks each.
4. Student has to attempt any ONE question from each Sub-section.

**SECTION-A****1. Answer briefly:**

- a) Distinguish between management & administration.
- b) Who is referred as the father of scientific management? What is the goal of scientific management?
- c) What are as various functions of management?
- d) Name the types of business organization.
- e) Discuss the importance of staffing.
- f) Distinguish between centralization and decentralization.
- g) Outline Scope of controlling.
- h) Explain JIT.
- i) Outline Maslow's need hierarchy theory.
- j) Outline stages of team building.

## SECTION-B

### UNIT-I

2. How would you describe the various functions of Management?
3. Describe Henri Fayol's principles of management.

### UNIT-II

4. Define MBO. Outline the benefits of MBO. Give examples.
5. Outline the process of decision making? What are different techniques of decision making?

### UNIT-III

6. Describe the various bases for departmentation. Do you agree with the view that there is no single one best way of departmentation which is applicable to all organizations, explain with reasons.
7. Write short notes on following :
  - a) What are the selection process errors in staffing.
  - b) Compile the various motivation techniques

### UNIT-IV

8. Differentiate between responsibility and accountability? What are the determinants of effective decentralization?
9. Identify the steps involved in controlling. State the requirements for effective control.

**NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.**