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Rajiv Gandhi University of Health Sciences, Karnataka

III Year Bachelor in Prosthetics and Orthotics Degree Examination – OCT-2019

Time: Three Hours

Max. Marks: 100 Marks

PROSTHETIC AND ORTHOTIC WORKSHOP MANAGEMENT

Q.P. CODE: 2825 (RS-2)

Your answers should be specific to the questions asked

Draw neat, labeled diagrams wherever necessary

ESSAYS TYPE (answer any Two)

2 x 10 = 20 Marks

1. Discuss the different aspects that you consider as important for setting up a P and O workshop.
2. What do you understand by Discipline in Workplace? Explain briefly the Do's and Don't's of discipline in a workplace.
3. List out any five main functions of materials management. Explain any two of them.

SHORT ESSAYS TYPE (answer any Ten)

10 X 5 = 50 Marks

4. Describe five management functions.
5. With the help of a flow diagram explain the purchasing process.
6. Explain the importance of industrial safety.
7. Briefly discuss the different appointment systems used in clinic management.
8. Describe industrial accident, hazard types and safety measures.
9. List out management principals and describe briefly any eight principals.
10. Explain the objective of accounting.
11. Explain the significant factors that influence the construction of industrial buildings.
12. Write three differences between administration and management.
13. What is staff welfare? Explain type of welfare activities.
14. List out the different arrangements required in a plant layout. Explain any two of them.
15. Why is management important in an organization? Explain.

SHORT ANSWERS TYPE (answer any Ten)

10 x 3 = 30 Marks

16. What do you understand by material handling equipment? List out any two material handling equipment used in Industries.
17. What is code of ethics?
18. Explain the importance of distribution of work to employees.
19. What is inventory control?
20. What is span of control?
21. What is meant by benchmarking?
22. Which are the two basic principles of quality assurance?
23. What is chain of command?
24. Explain the importance of documentation in a planning process.
25. Define organizational structure.
26. Briefly explain the procedure for selecting a site for a workshop.
27. Explain functional departmentalisation.



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