

Total No. of Pages : 02

Total No. of Questions : 09

B.Sc.(HMCT) (2013 to 2015 Batch) (Sem.-5)

PRINCIPLES OF MANAGEMENT

Subject Code : BSHM-506

Paper ID : [C1161]

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTION TO CANDIDATES :

1. **SECTION-A** is **COMPULSORY** consisting of **TEN** questions carrying **TWO** marks each.
2. **SECTION-B** contains **FIVE** questions carrying **FIVE** marks each and students has to attempt any **FOUR** questions.
3. **SECTION-C** contains **THREE** questions carrying **TEN** marks each and students has to attempt any **TWO** questions.

SECTION-A

Q1. Define :

- a) Organisational structure
- b) Span of Management
- c) Non verbal communication
- d) Manpower planning
- e) Departmentalization
- f) Objective of staffing
- g) Intradepartmental coordination
- h) Feedback
- i) Centralization of authority
- j) Role of semantics in communication

SECTION-B

- Q2. Describe the process of “*Control*” using a flow chart.
- Q3. What are the factors affecting staffing of a particular organisation?
- Q4. Explain the hurdles in effective delegation.
- Q5. Coordination is necessary to have maximum output. How is it important? What are different types of coordination?
- Q6. Differentiate between Formal and informal communication.

SECTION-C

- Q7. Explain the process of Communication. How can a manager make communication more effective?
- Q8. What are the various basis for departmentalization? Give advantages and shortcomings of each giving examples.
- Q9. With the help of diagrams, explain various forms of Organisation structure. Explain line of authority and advantages of each form.