

Q.P. Code :06200

[Time: 2½ Hours]

[Marks:75]

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

Q.1 A) Rewrite the statement by choosing the appropriate options given below : (any 8)**08**

- Management is a _____ phenomenon.
i) National ii) International iii) Universal
- _____ is the Primary function of management.
i) Planning ii) Organizing iii) Staffing
- _____ Plans are also known as repeat use plans.
i) Single Use ii) Standing iii) Specific
- Brain storming technique was developed by _____.
i) F.W.Taylor ii) Henry Fayol iii) Alex F. Hosborn
- _____ means arranging the ways and means for the execution of a business plan.
i) Planning ii) Organizing iii) Staffing
- Dividing work on the basis of the specialization is known as _____.
i) Departmentation ii) Staffing iii) Organizing
- _____ helps to improve the quality of decision making at the top level management
i) Decentralization ii) Centralisation iii) Co-ordination
- Controlling _____ deviations.
i) Encourages ii) Avoids iii) Brings
- Setting performance standards is the _____ process of controlling.
i) First ii) Second iii) Third
- Decision making is the _____ of management process.
i) Starting point ii) End point iii) Turning point

B) State whether the following statements are True or False: (any seven)**07**

- Management is not doing the work but getting the work done through the efforts of others.
- Management faces challenge of organisational restructuring.
- Single Use plans are those plans undertaken by an organisation for achievement of its overall long term organisational goals.
- Inadequate data create easyness in decision making.
- Delegation of authority increases burden of superior.
- Line organisation structure is modern structure.
- Decision making is a proces of selecting the best alternative amongst the different alternatives.
- Controlling means to see that there is no deviation between the expected results and the actual results.
- Feedback mechanism is not important in the controlling process.
- Policies are guidelines to actions.

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- Q.2 A)** Define Management. Explain characteristics of management. **08**
B) Explain various issues & challenges in contemporary management. **07**
OR
- Q.2 C)** Explain various management skills required for successful management. **08**
D) Describe contingency approach to management. **07**
- Q.3 A)** Define Planning. Explain its features. **08**
B) What do you mean by goal setting? Explain its importance in an organisation. **07**
OR
- Q.3 C)** What is Group decision making? Explain its advantages. **08**
D) What is MBO? Explain the steps involved in MBO Process. **07**
- Q.4 A)** Define Organising. Explain various stages in the Process of organising. **08**
B) Define leadership. Explain difference between leadership and management. **07**
OR
- Q.4 C)** What is decentralisation? Explain its advantages. **08**
D) Explain the importance of co-ordination in an organisation. **07**
- Q.5 A)** "Controlling is an important function of management", Justify the statement. **08**
B) Elaborate various reasons for resistance to change. **07**
OR
- Q.5** Write Short notes on: **(Any three)** **15**
 a) Bureaucratic Management
 b) Bases of departmentation
 c) Line and Staff organisation structure
 d) Budgetary control
 e) Types of Planning Premises.