

Note : All Questions are compulsory.

Each Question carries equal marks

Q.1. Attempt any two Questions

15 Marks

- a. What is Management? Explain any 8 Principles of Management.
- b. What are the factors responsible for new horizons in Management?
- c. Define MIS and explain its features.

Q.2. Attempt any two Questions

15 Marks

- a. Explain the steps of Planning
- b. What is MBO? Explain its advantages.
- c. What are essentials of sound decisions making?

Q.3. Attempt any two Questions

15 Marks

- a. Distinguish between formal and informal Organisation.
- b. Explain the factors determining span of control.
- c. What is departmentation? Explain the basis of departmentation.

Q.4. Attempt any two Questions

15 Marks

- a. What is Stress Management? Mention the measures of managing Stress.
- b. What is Management of change? Explain its barrier.
- c. What is CSR? Explain its scope.

Q.5. a. Fill in Blanks

5 Marks

- i. _____ helps to minimize Risk

(a) Leadership (b) Organising (c) Planning

- ii. _____ is set of rules, regulations and the procedures to manage the affairs of a company in the interest of stake holders.

(a) Corporate Governance (b) HRM (c) Corporate Laws

- iii. CSR has a _____

(a) Story (b) Philosophy (c) Myth

iv. Planning is a _____ of Management

(a) Basic Function (b) Secondary Function (c) Last Function

v. Henry Fayol suggested _____ Principles of Management

(a) 10 (b) 13 (c) 14

b. State whether the following statements are True or False

5 Marks

- i. Knowledge management refers to management of general knowledge
- ii. Decisions means cutting away
- iii. Exception principles defines Line of Authority
- iv. Organising is a first function of Management
- v. Project is a time bound activity

c. Match the following

5 Marks

i. Trauma

a. Medical Guidance

ii. Bio feedback

b. Capabilities

iii. Policy

c. Severe effect of stress

iv. Management Skills

d. Specialised staff

v. Legal Advisor

e. Guidelines for decision making