

[Time: 2 $\frac{1}{2}$ Hours]

[Marks: 75]

Please check whether you have got the right question paper.

- N.B: 1. All questions are compulsory subject to internal choice.
2. All questions carry equal marks.

Q1 (A) Fill in the blanks choosing the correct alternatives. (Any 7) (7)

- Management is a _____ science.
(a) physical (b) social (c) pure
- _____ skills refers to the ability of a manager to interact with his subordinates.
(a) technical (b) conceptual (c) human
- _____ is known as the father of scientific management.
(a) F W Taylor (b) Henry Fayol (c) Peter Drucker
- Programmed decisions are on _____ problems.
(a) rare (b) repetitive (c) fixed
- A _____ prescribes the precise time when each of the series of action should take place.
(a) project (b) budget (c) schedule
- _____ organization is the oldest and the simplest form of organization structure.
(a) line (b) functional (c) matrix
- In the matrix organization, the employees have to work under _____ authority.
(a) single (b) dual (c) triple
- _____ theory is related to span of control.
(a) Graicunas (b) managerial grid (c) game
- Corrective action is one of the steps in _____ process.
(a) planning (b) control (c) direction
- _____ leader gets things done by putting pressure on the workers.
(a) paternalistic (b) democratic (c) neurocratic

Q1(B) State whether the following statements are True or False. (Any 8) (8)

- Management is what management does.
- Professionals do not require expert knowledge and skills.
- Planning is the secondary function of management.
- Mission points out beliefs and philosophy of the management.
- Rules are rigid and demand a specific action.
- Formal organization spreads rumours.
- Span of control means the number of subordinates that can be managed by the managers.
- Line managers argue that the staff managers do not supply relevant information quickly.
- Situational leader combines traits of all types of leaders.
- A leader influences people to achieve their objectives.

Q2(A) Is management an art? Illustrate your answer. (8)

Q2(B) Explain any seven principles of management given by Henry Fayol. (7)

OR

Q2(C) Explain the managerial grid theory. (8)

Q2(D) What are the levels of management? Explain the functions of each level. (7)

Q3(A) Outline the main advantages of planning. (8)

Q3(B) Briefly explain the concept of MBO. (7)

OR

Q3(C) Explain the importance of decision making. (8)

Q3(D) Describe any four techniques of decision making. (7)

Q4(A) Discuss the merits and demerits of informal organisation. (8)

Q4(B) Bring out the importance of departmentation. (7)

OR

Q4(C) Distinguish between centralisation and decentralisation. (8)

Q4(D) Explain the principles of effective delegation of authority. (7)

Q5(A) Discuss the need for green management. (8)

Q5(B) What are the qualities of a good leader. (7)

OR

Q5. Write Short Notes on: (Any 3) (15)

- (a) POSDCORB
- (b) Factors affecting span of control
- (c) Co-ordination
- (d) Corporate Social Responsibility
- (e) Process of direction
