

**VCD 12/05/2022 FYBMS-SEM II- Principles of Management 2½ HRS75MARKS**

Q. 1 Fill in the blank by selecting correct option (All questions are compulsory) (40 marks)

1. \_\_\_\_\_ means social justice.  
a. order                      b. equity                      c. remuneration                      d. initiative
2. \_\_\_\_\_ refers to the line of command.  
a. scalar chain                      b. order                      c. unity of command                      d. unity of direction
3. \_\_\_\_\_ refers to integration of activity or actions.  
a. Directing                      b. Co-ordinating                      c. staffing                      d. organising
4. The \_\_\_\_\_ management is concern with framing plans and policies.  
a. shopfloor                      b. middle                      c. top                      d. lower
5. \_\_\_\_\_ is deciding in advance what to do, how to do, when to do and who is to do it.  
a. planning                      b. controlling                      c. organising                      d. directing
6. \_\_\_\_\_ plans are meant for repeated use.  
a. standing                      b. realistic                      c. single-use                      d. time bound
7. A \_\_\_\_\_ is time table for activities.  
a. Rule                      b. schedule                      c. budget                      d. policy
8. The concept of MBO was popularised by \_\_\_\_\_.  
a. Henri Fayol                      b. F. W. Taylor                      c. Elton Mayo                      d. Peter Drucker
9. A \_\_\_\_\_ decision is used for repetitive activities.  
a. Rational                      b. irrational                      c. programmed                      d. non-programmed
10. \_\_\_\_\_ is the study of people or organisations making interdependent choices.  
a. Queuing theory                      b. game theory                      c. Payoff Matrix                      d. Probability decision theory
11. The concept of span of control was popularised by \_\_\_\_\_.  
a. Henri Fayol                      b. Elton Mayo                      c. Graicunas                      d. Peter Drucker
12. Division of work is based on the principle of \_\_\_\_\_.  
a. Equality                      b. specialisation                      c. authority                      d. equity
13. \_\_\_\_\_ is the power to take the right decision.  
a. Responsibility                      b. delegation                      c. authority                      d. decentralisation
14. \_\_\_\_\_ means to confer, or to transfer or to assign.  
a. Delegation                      b. Authority                      c. Responsibility                      d. Decentralisation
15. The \_\_\_\_\_ organisation structure uses two or more co-existing structures.  
a. Line                      b. matrix                      c. line and staff,                      d. bureaucratic

16. \_\_\_\_\_ is an integration or synchronisation of group efforts in an organisation.

- a. Controlling      b. organising      c. leading      d. coordination

17. \_\_\_\_\_ is considered as an essence of management.

- a. Coordination      b. leadership      c. controlling      d. directing

18. \_\_\_\_\_ refers to the systematic evaluation of the functioning of performance and effectiveness of management of an organisation.

- a. MBO      b. Self-control      c. Management audit      d. Budgetary control

19. \_\_\_\_\_ is an approach adopted by companies to attain environmental objectives.

- a. Controlling      b. Green Management      c. Break even analysis      d. coordination

20. \_\_\_\_\_ refers to inter-linking of actions.

- a. Directing      b. Motivation      c. Controlling      d. Co-ordination.

Q. 2. a. Explain functions of TOP level of management. (5 marks)

b. Explain steps in planning. (5 marks)

OR

c. What are complaints of line managers against staff members? (5 marks)

d. Briefly explain six techniques of controlling activities. (5 marks)

Q. 3 a. Explain "Contingency approach is much more than common sense". (5 marks)

b. Explain factors determining span of control. (5 marks)

OR

c. Explain techniques of PROGRAMMED decision making. (5 marks)

d. Explain the different leadership styles. (5 marks)

Q. 4 Write ANY THREE short notes (15 marks)

1. Managerial Grid

2. Process of MBO

3. Advantages of Matrix Organisation

4. Bases of Departmentation

5. Need of CSR