

Q.1 A) Fill in the blanks choosing the correct alternatives. (Any 8)

08

1. The process of management is \_\_\_\_\_ in nature.  
(Temporary, continuous, one time)
2. Management is a \_\_\_\_\_ science.  
(Physical, social, pure)
3. Esprit Dr crops means \_\_\_\_\_.  
(Coordination, controlling, team spirit)
4. Peter Drucker popularised the concept of \_\_\_\_\_.  
(Game theory, MBO, Queuing Theory)
5. \_\_\_\_\_ theory is related to span of control.  
(Graicunas, managerial grid, game)
6. Delegation is a \_\_\_\_\_ concept.  
(Narrow, broad, modern)
7. Corrective action is one of the steps in \_\_\_\_\_ process.  
(Planning, control, direction)
8. Directing is a \_\_\_\_\_ function.  
(Continuous, frequent, intermittent)
9. Coordination is a \_\_\_\_\_ of management.  
(Essence, essentials, efficiency)
10. \_\_\_\_\_ means to confer or to transfer or to assign.  
(Responsibility, authority, delegation)

B) True or False (Any 7)

07

1. There are conflict between line and staff.
2. Planning is free from human errors.
3. Authority can never be delegated.
4. Management is a profession
5. Conceptual skills recognise the feelings and sentiment of others.
6. Professionals do not require expert knowledge and skills.
7. Authority can never be delegated.
8. Formal organisation spread rumours.
9. CSR improves materialistic standards of people.
10. Green marketing brings social benefits.

Q.2.A. Explain principles of management given by Henry Fayol.

15

OR

P. What are the levels of Management? Explain the functions of each level.

07

Q. Distinguish between management and administration.

08

Q.3. A. Outline the main advantages of planning.

07

B. Explain briefly the benefits and weaknesses of MBO.

08

OR

P. Explain Matrix organisation and its advantages. 07

Q. Distinguish between formal and informal organisation. 08

Q.4. A. Distinguish between centralisation and decentralisation. 07

B. Define formal organisation. State the characteristics of a formal organisation. 08

OR

P. Define Leadership. Distinguish between Leadership and Management. 07

Q. Define Green Management. Explain its need and importance in an organisation. 08

Q.5. Short Notes (Any Three) 15

1. PODSCORB

2. Corporate Social Responsibility

3. Scalar chain

4. Importance of controlling

5. Factors affecting Span of control

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