

S.No. : 264

BBA 2204

No. of Printed Pages : 03

Following Paper ID and Roll No. to be filled in your Answer Book.

**PAPER ID : 27110**

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No.

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**B. C. A. Examination 2021-22**

**(Even Semester)**

**PRINCIPLE OF MANAGEMENT**

*Time : Three Hours]*

*[Maximum Marks : 60*

**Note :-** Attempt all questions.

**SECTION – A**

1. Attempt all parts of the following : 1 × 8 = 8
- (a) Give meaning of co-ordination.
  - (b) What is controlling?
  - (c) Explain selection.
  - (d) Give meaning of Espirit-de-Corps.
  - (e) Name the father of scientific management.
  - (f) Describe management.

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- (g) What is authority?
- (h) Define motivation.

### SECTION – B

2. Attempt any two parts of the following :  $2 \times 6 = 12$
- (a) "Management is science and art both" Explain.
  - (b) Explain the source of recruitment.
  - (c) Describe the planning process.
  - (d) Discuss the characteristics of control.

### SECTION – C

**Note:-** Attempt all questions Attempt any two parts from each questions.  $8 \times 5 = 40$

3. (a) Is mere knowledge of management enough to become successful manager? Explain your views.
- (b) What did H. Fayol mean by Unity of command? How does it differs from unity of direction?
- (d) "Planning is a bridge present and future". Comment.

4. (a) Write short notes on the following :
- (i) Routine decisions
  - (ii) Policy and operating decision
- (b) What do you understand by MBO? Discuss its features.
- (c) Explain the term span of control.
5. (a) What is meant by decentralisation of authority?
- (b) What is staffing? Describe its objectives.
- (c) "Motivation is core of management". Discuss.
6. (a) What is meant by leadership? Describe its characterisation.
- (b) "Planning is empty exercise without controlling". Comment.
- (c) What is decision making? Discuss the process of decision making.

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