

S.No. : 109

BCOM 3204

No. of Printed Pages : 04

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

PAPER ID : 47809

Roll
No.

--	--	--	--	--	--	--	--	--	--	--

B. Com.(Hons.) Examination 2021-22

(Even Semester)

**BUSINESS ORGANISATION AND
MANAGEMENT .**

Time : Three Hours]

[Maximum Marks : 60

Note :- Attempt all questions.

SECTION –A

1. Attempt all parts of the following :

8 × 1 = 8

(a) Define industry and commerce.

(b) What is planning?

(c) What do you mean by span of management?

(d) What is scalar chain?

[P. T. O.]

- (e) Define business ethics.
- (f) What is Articles of Association?
- (g) Write the steps of controlling process.
- (h) What is contingency planning?

SECTION – B

2. Attempt any two parts of the following : $2 \times 6 = 12$

- (a) Describe the different forms of business organizations.
- (b) Explain the concept of social responsibility of a business. Give suitable examples.
- (c) How would you define an organisation? Differentiate between formal and informal organisation.
- (d) Explain different levels of management. What are the roles of a manger?

SECTION – C

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

3. (a) What is management? What are the various functions of management?
 - (b) What are different types of plans? Explain the advantages and disadvantages of planning.
 - (c) Define Prospectus. Explain its content and types of prospectus.
4. (a) What are features of organising function of management? Explain the process of organising.
 - (b) What is Memorandum of Association? Explain its content and clauses.
 - (c) Define business. What are the functions and objectives of a business?
5. (a) Explain the 14 principles of management.
 - (b) What is management by objective? Describe various steps of MBO.
 - (c) Write short notes on the following :
 - (i) Limited liability partnership
 - (ii) Line and staff organisations

/ P. T. O.

6. (a) What is a joint stock company? Distinguish between public and private company.
- (b) Describe different kinds of partners in a partnership firm. Also explain the advantages and disadvantages of partnership organisation.
- (c) What is scientific management? Explain the principles and criticism of scientific management.
