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III Semester B.A./B.Sc./B.Com./B.B.A./B.B.A.T.T.M./B.B.M./B.C.A./B.S.W./ B.A. Afsal-UI-Ulama Degree (CCSS - Regular/Supple./Improvement) Examination, November 2013 CORE COURSE IN COMMERCE 3 B03 COM : Management Principles (2011 and Earlier Adm.)

Time: 3 Hours

Max. Weightage: 30

PART-A

This Part consists of two bunches of questions carrying equal weightage of one. Each bunch consists of four objective type questions. Answer all questions :

- 1. 1) _____ means that a person should get orders and instructions from only one superior.
 - a) Scaler chain
 - c) Unity of direction d) Espirit de-corps
 - 2) Which one of the following approach has emerged from the findings of Hawthrene experiments?
 - a) Human behaviour approach
- b) Systems approach

b) Unity of command

- c) Human relations approach
- d) Decision theory approach
- 3) Strategic planning differs from operational planning as strategic planning focuses on
 - a) Future course of action b) Long term perspective
 - c) Short term perspective
- 4) By which model of man is the concept of bounded rationality associated ?
 - a) Administrative man
 - c) Social man

b) Economic man

d) Single use plans

d) Organisation man

(W = 1)

- II. 5) _____ leaders are dictators.
 - _ communication is based on formal organisational relationship. 6)
 - Control provides a basis for
 - 8) _____ means obligation to do a particular task.

(W = 1)

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PART-B

Answer any eight questions in one or two sentences each. Each question carries a weightage of one :

9. What is modern theory of organisation?

10. Explain "organisation as a group of people".

11. What do you mean by policy?

12. Explain departmentation by number.

13. What do you mean by expert power?

14. What is delegation of authority ?

15. What is M.B.E.?

16. What is job evaluation ?

17. What is man power gap?

18. Explain ranking method of appraisal.

 $(W = 8 \times 1 = 8)$

PART-C

Answer **any six** questions. Answer not to exceed **one** page. **Each** question carries a weightage of **two** :

19. What are the features of a good organisation structure ?

20. What is narrow span ? State its features.

21. Define decentralisation. Explain the factors affecting decentralisation.

22. What is man power planning? State the importance of man power planning.

23. What are the objectives of performance appraisal ?

24. What is direction ? State the features of direction.

25. What do you mean by decision making ? State the guidelines for effective decision making.

26. What is planning? State the importance of planning. $(W = 6 \times 2 = 12)$

PART-D

Answer **any two**. **Each** question carries a weightage of **four**. Answer not to exceed **four** pages.

27. Explain in detail about the theory of 'X' and 'Y'.

28. What is oral communication ? State its merits and demerits.

29. What is M.B.O. ? State its features and benefits.

 $(W = 2 \times 4 = 8)$