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B.B.A. Examination, 2014

First Semester

Sixth Paper

(Fundamentals of Management)

Time : Three Hours

Maximum Marks : 70

[Pass Marks : Individual Paper : 40%

[Aggregate : 50%

Note: Answer five questions in all. Short answer type **Question No. 1** carrying 30 marks is compulsory. Answer one question carrying 10 marks from each Unit.

1. Answer the following short answer questions :

3x10=30

- (i) Explain the scope of Management.
- (ii) What is Scientific Management?
- (iii) What is Strategic Planning?

(2)

- (iv) "Decision making is the essence of management." Comment.
- (v) State the relationship between authority and Responsibility.
- (vi) Explain the term 'Span of Control.'
- (vii) Explain various Leadership Styles.
- (viii) Explain the need and importance of Motivation.
- (ix) State the principles of Controlling.
- (x) State the relationship between Planning and Controlling.

UNIT -I

- 2. What do you mean by Management? Explain its importance in modern business. 10
- OR
- 3. Critically examine the contribution of Henry Fayol in the field of Management.

UNIT -II

- 4. Define Planning. Explain its nature and types. 10

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(3)

- 5. Narrate the process of Decision-making and mention in brief the techniques of decision making.

OR

UNIT -III

- 6. Describe the nature of Organisation. Distinguish between formal and informal organisation. 10
- OR
- 7. Define and distinguish between delegation and decentralisation. What steps should be taken to make decentralisation more effective.

UNIT -IV

- 8. Define Directing. Explain the principles and techniques of Directing. 10
- OR
- 9. What are the common barriers to communication in an organisation? How can these be overcome?

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