

Roll No.

Total No. of Pages : 02

Total No. of Questions : 07

B.Com.(2011 & Onwards) (Sem.-1)

BUSINESS ORGANIZATION AND MANAGEMENT

Subject Code : BCOP-102

Paper ID : [B1102]

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTION TO CANDIDATES :

1. **SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.**
2. **SECTION-B contains SIX questions carrying TEN marks each and a student has to attempt any FOUR questions.**

SECTION-A

1. Write a short note :

- a) Recruitment
- b) Authority and responsibility
- c) Stages of team building
- d) Controlling
- e) TQM
- f) Span of management
- g) Social responsibility of business
- h) Performance management
- i) Organisation behaviour
- j) Formal organisation

SECTION-B

2. Explain the features of Scientific Management.
3. Explain the various control techniques in detail.
4. Describe the various forms of business organization.
5. Explain the various theories of motivation.
6. Explain the decision making process in detail.
7. What is an organisation chart? Explain the principles of organizing in detail.