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Total No. of Pages : 02

Total No. of Questions : 18

BBA/BBA(RD) (2018 Onwards)/BBA(Event Management\Business Economics)/BBA (SIM) (2018 Batch) (Sem.–1)

PRINCIPLES AND PRACTICES OF MANAGEMENT

Subject Code : BBA-101-18

M.Code : 75082

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTIONS TO CANDIDATES :

1. **SECTION-A is COMPULSORY** consisting of TEN questions carrying TWO marks each.
2. **SECTION-B** consists of FOUR Sub-sections : Units-I, II, III & IV.
3. Each Sub-section contains TWO questions each, carrying TEN marks each.
4. Student has to attempt any ONE question from each Sub-section.

SECTION-A

Write short notes on :

1. Managerial skills
2. Features of partnership
3. Purpose of planning
4. Rational decision making
5. Informal organisation
6. Internal sources of recruitment
7. Just in Time
8. Accountability
9. Difference between line and staff authority
10. Preventive control

SECTION-B

UNIT-I

11. Discuss various functional areas of management.
12. Discuss the classical approach to management.

UNIT-II

13. Explain different types of plan.
14. Discuss various techniques of decision making.

UNIT-III

15. What is organising? Explain the features of matrix organisation.
16. Explain Two Factor theory of motivation.

UNIT-IV

17. Discuss the factors affecting extent of decentralisation in an organisation.
18. Discuss the merits and demerits of narrow and wide span of control. Which factors determine the span of control?

NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.