

B.COM
SECOND SEMESTER
PRINCIPLES OF MANAGEMENT
BCM-204

Duration: 3 Hrs.

Marks: 70

{ PART : A (OBJECTIVE) = 20 }
{ PART : B (DESCRIPTIVE) = 50 }

[PART-B : Descriptive]

Duration: 2 Hrs. 40 Mins.

Marks: 50

[Answer question no. One (1) & any four (4) from the rest]

1. 'Effective communication has to overcome various barriers'. Elaborate the barriers referred in the statement. 10
2. Define management. Discuss the various objectives of management briefly. 2 + 8 = 10
3. What is Departmentation? Elaborate the different basis of departmentation. 2 + 8 = 10
4. Write a short note on: 5 + 5 = 10
 - a. Rules
 - b. Policy
5. Define planning. Discuss in brief, the nature of planning. 2 + 8 = 10
6. What is leadership? Critically analyze different kind of leadership styles. 2 + 8 = 10
7. What do you mean by controlling? Briefly explain essential elements of a sound controlling system. 2 + 8 = 10
8. What do you understand by Span of control? Critically analyze the factors influencing Span of control. 2 + 8 = 10

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[PART-A : Objective]

Choose the correct answer from the following:

1X20=20

1. MBO stands for:

- a. Management By Order
 b. Management By Opportunity
 c. Management By Objective
 d. None of the above

2. Graicunas theory is related to:

- a. Span of control
 b. Principles of management
 c. Planning
 d. None of the above

3. Fourteen principles of general management

- a. Michael Porter
 b. Rensis Likert
 c. Peter Drucker
 d. Harry Fayol

4. Who is associated with scientific management?

- a. Harry Fayol
 b. Max Weber
 c. Robert Owen
 d. Federick Winslow Taylor

5. More action, less thinking

- a. Top level management
 b. Upper middle level management
 c. Lower middle level management
 d. Lower level

6. Concept of learning organization

- a. CK Prahalad
 b. Hammer
 c. Peter Senge
 d. Herbert Simon

7. Tasks that involve more thinking

- a. Planning
b. Organizing
c. Controlling
d. Monitoring

8. 'X' is the technique of systematic prediction of future variables which may influence business. What 'X' refers to?

- a. Forecasting
b. Planning
c. Monitoring
d. None of the above

9. On the basis of time, plan can be classified into:

- a. Long term, Medium term, and Short term
b. Production, Marketing, and Financial
c. Standing, and Single use
d. None of the above

10. Pre-determined targets against which actual performance can be measured is:

- a. Policies
b. Procedures
c. Standards
d. Rules

11. The number of subordinates that a manager can efficiently manage is:

- a. Span of control
b. Unity of command
c. Unity of direction
d. Managerial ability

12. Informal relationship can be:

- a. Horizontal
b. Vertical
c. Random
d. All the above

13. An organization whose customers are dispersed over different geographical areas follows:

- a. Customer departmentation
b. Geographic departmentation
c. Process departmentation
d. None of the above

UNIVERSITY OF SCIENCE & TECHNOLOGY, MEGHALAYA



Question Paper CUM Answer Sheet

[PART (A) : OBJECTIVE]

Serial no. of the main Answer sheet

14. 'X' is integration of the activities of individuals and units into a concerted effort that work towards a common aim. What X refers to?

- a. Cooperation
b. Coordination
c. Planning
d. None of the above

15. One of the example of external source of recruitment is:

- a. Campus recruitment
b. Transfer
c. Promotion
d. Demotion

16. Tests use in selection process

- a. Intelligence test
b. Aptitude test
c. Personality test
d. All the above

17. The process of imparting skill

- a. Recruitment
b. Selection
c. Training
d. Motivation

18. In which leadership style, the leader play least significant role in decision making?

- a. Autocratic
b. Democratic
c. Laissez-Faire
d. None of the above

19. Features of grapevine

- a. It follows in every direction
b. It is a fast channel of communication
c. Both a & b
d. Neither a nor b

20. Who is regarded as father of personnel management?

- a. FW Taylor
b. Hanry Fayol
c. Robert Owen
d. Herbert Simon

Course :

Semester : Roll No :

Enrollment No : Course code :

Course Title :

Session : 2016-17 Date :

Instructions / Guidelines

- The paper contains twenty (20) / ten (10) questions.
The student shall write the answer in the box where it is provided.
The student shall not overwrite / erase any answer and no mark shall be given for such act.
Hand over the question paper cum answer sheet (Objective) within the allotted time (20 minutes / 10 minutes) to the invigilator.

Table with 3 columns: Full Marks, Marks Obtained, Remarks. Full Marks is 20.

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Scrutinizer's Signature

Examiner's Signature

Invigilator's Signature