

Internal Assessment (Assignment)

Course Code: BCGNAET105

Last Date of Submission:

Course Title: Principles & Practices of Management

Assignment Marks:30

Assignment No.:1

Note:

1. The assignment has two parts: A and B.
2. Part A has ten MCQs carrying one mark each. Answer **ALL** ten MCQs.
3. Part B has eight descriptive questions carrying four marks each. Attempt **any FIVE** questions out of eight.

Part A (10 × 1 = 10 Marks)

Answer **all** questions MCQ 1 to MCQ 10

MCQ No.	Question	Course Outcome
1	According to Mary Parker, _____ is an art of getting things done through others.	CO-1
Answer Choices:	A. Job B. Behaviour C. Management D. Both A & B	
2	Management functions include _____	CO-1
Answer Choices:	A. Planning & organizing B. Directing C. Controlling D. All of the above	
3	----- is about deciding in advance what should be done.	CO-1
Answer Choices:	A. Organizing B. Directing C. Planning D. Controlling	
4	MOST stands for _____	CO-1

Answer Choices:	A. Machinery, Office, Staff and Technology B. Mission, Objectives, Strategies and Tactics C. Maximum Output Strategy Tools D. Manager, Operator, Seller and Trader	
5	Functional managers are responsible _____	CO-1
Answer Choices:	A. for a single area of activity B. to the upper level of management and staff C. for complex organizational sub-units D. for obtaining copyrights and patents for newly developed processes and equipment	

6	_____ is called as father of scientific management	CO-1
Answer Keys:	A. Elton Mayo B. Hendry Fayol C. F.W.Taylor D. Robert Owen	
7	Which is NOT an informational role of manager?	CO-2
Answer Keys:	A. Monitor's role B. Disturbance's handler role C. Disseminator's role D. spokesman's role	
8	Which of the following is true about Principles of Management?	CO-1
Answer Keys:	A. The principles of management are in a continuous process of evolution B. The principles of management have evolved C. The principles of management have not evolved D. None of the above	
9	Which of the following is the main reason for the existence of an organization?	CO-1
Answer Keys:	A. The vision of an organization B. The mission of an organization C. The objectives of an organization D. The Chief Executive Officer (CEO) of an organisation	
10	The principles of management serve as a general guideline for _____.	CO-1
Answer Keys:	A. Decision making B. Managerial actions C. Both a and b are correct D. Both a and b are incorrect	

Part B **(5 × 4 = 20 Marks)**

Attempt **ANY FIVE** questions from Q1 to Q 8.

Q No.	Question	Course
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		Outcome
1	Define management. Explain the nature of management.	CO-1
2	Discuss the principles given by Henry Fayol to the Modern Management Thought	CO-1
3	Explain various roles performed by managers in detail	CO-1
4	“Lack of proper management result in the wastage of time, money and efforts” Discuss the significance of management in the context of this assertion.	CO-1
5	Name and explain the important principle of management which encourages the workers to think and put forward better way of doing a job .	CO-1
6	Write a note on Elton Mayo’s contribution to Management thought.	CO-1
7	Why planning is important for the success of any organization	CO-1
8	What do you mean by organizing? Explain various steps involved in organizing.	CO-1

Course Outcomes:

- CO-1.** Describe theoretical aspects, process and principles, scope of management and its application to modern management practice.[L-1]
- CO-2.** Define the roles and responsibilities of a manager in the organization. [L-2]
- CO-3** Illustrate the importance of planning, organizing, staffing ,directing andcontrolling in decision making .[L-3]
- CO-4.** Interpret the ability of communication, leadership, directing and controlling skills.[L-3]
- CO-5.** Evaluate the contemporary issues and challenges in management.[L-5]