

Total No. of Questions: 6

Total No. of Printed Pages:2

Enrollment No.....



Faculty of Commerce  
End Sem Examination Dec-2023  
CM3CO01

Principles of Management & Organizational Behaviour  
Programme: B.Com.(Hons.) Branch/Specialisation: Commerce

Duration: 3 Hrs.

Maximum Marks: 60

Note: All questions are compulsory. Internal choices, if any, are indicated. Answers of Q.1 (MCQs) should be written in full instead of only a, b, c or d. Assume suitable data if necessary. Notations and symbols have their usual meaning.

- Q.1 i. Coordination is \_\_\_\_\_. **1**  
(a) The essence of management (b) An objective of management  
(c) A social objective (d) A management functions
- ii. Top management is concerned with formulation of- **1**  
(a) Guidelines for supervisors (b) Long-term plans  
(c) Short-term plans (d) None of these
- iii. Making assumptions for the future is called \_\_\_\_\_. **1**  
(a) Making policy (b) All of the options are correct  
(c) Setting planning premises (d) Making derivative plans
- iv. For analysing a problem decision-makers should generally study \_\_\_\_\_ aspects. **1**  
(a) Quantitative (b) Qualitative  
(c) Paranormal (d) Both (a) and (b)
- v. Which of the following is the correct meaning of concentration of decision-making authority? **1**  
(a) Span of management (b) Centralisation  
(c) Decentralisation (d) None of these
- vi. \_\_\_\_\_ is the process of introducing the selected employee to other employees and familiarising him with the rules and policies of the organisation. **1**  
(a) Orientation (b) Selection (c) Training (d) Recruitment
- vii. While other functions prepare a setting for action, name the function that initiates the action in the organisation. **1**  
(a) Planning (b) Organising (c) Staffing (d) Directing

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- viii. Corrective action is a part of \_\_\_\_\_. **1**  
(a) Planning (b) Organising (c) Controlling (d) All of these
- ix. Scope of Organizational Behaviour does not include \_\_\_\_\_. **1**  
(a) Leadership (b) Perception (c) Job Design (d) Technology
- x. \_\_\_\_\_ is recognised as father of "Human relations". **1**  
(a) William Gilbreth (b) Hendry Fayol  
(c) F.W.Taylor (d) Elton Mayo
- Q.2 i. Describe the concept of management. **2**  
ii. What is the scope of management? **3**  
iii. What is role of manager in the organisation? **5**  
OR iv. Explain the importance and functions of management. **5**
- Q.3 i. What is the importance of planning in an organisation? **2**  
ii. What are the steps in planning objectives? **8**  
OR iii. Describe the process of decision making in detail. **8**
- Q.4 i. Define the term staffing. **2**  
ii. What is the difference between centralisation and decentralisation? **8**  
OR iii. Differentiate between recruitment and selection. **8**
- Q.5 i. Explain the characteristics of directing. **4**  
ii. Describe the McGregor's X & Y theory of motivation. **6**  
OR iii. What is budgetary and non-budgetary control techniques? **6**
- Q.6 Attempt any two: **5**  
i. Describe the nature and role of organisational behaviour. **5**  
ii. What are the approaches to the study of organisational behaviour? **5**  
iii. Explain the Models of organisational behaviour. **5**

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# Scheme of Marking



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**Note: The Paper Setter should provide the answer wise splitting of the marks in the scheme below.**

Q.1	i)	a	1
	ii)	b	1
	iii)	c	1
	iv)	d	1
	v)	b	1
	vi)	a	1
	vii)	d	1
	viii)	c	1
	ix)	d	1
	x)	d	1
Q.2	i.	Concept carries 2 marks	2
	ii.	Each point carries one mark	3
	iii.	Each point carries one mark	5
OR	iv.	Each point carries one mark	5
Q.3	i.	Each importance carries one mark	2
	ii.	All steps carry full marks	8
OR	iii.	All steps carry full marks	8
Q.4	i.	Meaning of staffing carries 2 marks	2
	ii.	Each difference carries one mark	8
OR	iii.	Each difference carries one mark	8
Q.5	i.	Each point carries one mark	4
	ii.	As per the explanation	6
OR	iii.	As per the explanation	6

Q.6

i.	As per the explanation	5
ii.	As per the explanation	5
iii.	As per the explanation	5

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