

B.COM SEMESTER 1 (SUPPLEMENTARY) INTERNAL EXAMINATION 2020
CC 1.2 CHG: PRINCIPLES OF MANAGEMENT

*(Answer all questions. There is only **one** correct answer for each question)*

(5×2=10)

IA 1. Two Factor Theory (Theory X and Theory Y) was proposed by-----

- A. Abraham Maslow
- B. McGregor
- C. Herzberg
- D. McClelland

IA 2. A ----- leader avoids power and leaves the group entirely to itself.

- A. Socialistic
- B. Democratic
- C. Autocratic
- D. Free rein/laissez faire

IA 3. The success of planning depends on ---

- A. Correct forecasting
- B. Past experience
- C. Good organisational structure
- D. Economic condition

IA 4. The features of leadership do not include----

- A. Representation
- B. Initiation
- C. Planning
- D. Motivation

IA 5. Line organisation is also known as ----- organisation.

- A. Scalar
- B. Chain
- C. Matrix
- D. Project

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Choose the correct option. Only one answer is correct

(4×20=80)

1. Management is
 - a) an art
 - b) a science
 - c) both art and science
 - d) neither

2. Policy formulation is the function of
 - a) top level management
 - b) middle level management
 - c) operational management
 - d) All of the above

3. Which of the following statement best describes the principle of 'Division of work '
 - a) work should be divided into small tasks
 - b) labour should be divided
 - c) resource should be divided among jobs
 - d) it leads to specialization

4. Who is known as 'the Father of Modern Theory of Management'?
 - a) Harold Koontz.
 - b) Henry Fayol
 - c) F.W. Taylor
 - d) Max Weber

5. Management exists at the ___ level of the organization.
 - a) Lower
 - b) Middle
 - c) Top
 - d) All of the above

6. Positive motivation makes people willing to do their work in the best way they can and improve their _____.
 - a) Productivity
 - b) Personality
 - c) Performance
 - d) All of the above

7. Horizontal co-ordination takes place ____
 - a) upwards
 - b) downwards
 - c) sideways
 - d) any of the above

8. ____ means every employee should get order from one superior only
- (a) Unity of command
 - (b) Unity of direction
 - (c) Centralisation
 - (d) Order
9. Direction is a _____ function performed by all the managers at all levels of the organization.
- a) Managerial
 - b) Organizational
 - c) Both (a) and (b)
 - d) None of the above
10. Span of management refers to----
- a) number of managers
 - b) length of term for which a manager is appointed
 - c) number of subordinate under a superior
 - d) number of members in top management
11. Under which style of leadership the leader completely delegate the authority to the subordinates?
- a) Free rein leadership
 - b) Paternalistic leadership
 - c) Participative leadership
 - d) Authoritarian leadership
12. Which among the following is not an element of direction
- a) motivation
 - b) communication
 - c) delegation
 - d) supervision
13. Which among the following is a characteristic of motivation?
- a) Internal feeling
 - b) Simple process
 - c) One time process.
 - d) Not a goal oriented process
14. Which among the following is not in the 5 types of needs proposed by Maslow?
- a) Psychological needs
 - b) Social needs
 - c) Esteem needs
 - d) Safety needs
15. Grapevine is-----
- a) formal communication
 - b) barrier to communication
 - c) lateral communication
 - d) informal communication
16. What is the full form of TQM?
- a) Total quality measurement
 - b) Total quantity management
 - c) Typical quality management
 - d) Total quality management

17. Direction has the following functions-----

- a) Supervision
- b) Motivation
- c) Communication
- d) All

18. ----- is concerned with developing the employees in the present job.

- a) Man power planning
- b) On-the -job-training
- c) Job Description
- d) None of these.

19. _____ is a time table of work?

- a) Budget
- b) Project
- c) Programmes
- d) Schedules

20. Budget is an instrument of

- a) planning only
- b) control only
- c) both planning and control
- d) none of these