

- Q.17 What is staffing. why it is important for the Business Organization?
- Q.18 Explain the various Leadership Styles.
- Q.19 Planning is looking ahead and controlling is looking backward. Explain it.
- Q.20 Explain the nature and characteristics of coordination in detail.
- Q.21 Explain the process of decision making.
- Q.22 Discuss the importance of directing in management process.

SECTION-D

Note: Long answer type questions. Attempt any two questions out of three questions. (2x8=16)

- Q.23 Explain the fourteen principles of management in detail.
- Q.24 What is Planning? What is its nature? Discuss the process of planning.
- Q.25 Explain in brief the techniques of controlling process in management.

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Subject : Management Fundamentals / Pr. of Mgmt.

Time : 3 Hrs.

M.M. : 60

SECTION-A

Note: Multiple choice questions. All questions are compulsory (6x1=6)

- Q.1 Techniques of Scientific Management was contributed by
 a) Mary Parkett b) F.W Taylor
 c) Henry Fayol d) Elton Mayo
- Q.2 The second function of management is
 a) Planning b) Organizing
 c) Directing d) Controlling
- Q.3 The selection of best alternative from many alternatives is known as
 a) Selection b) Decision Making
 c) Organizing d) Budgeting

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- Q.4 Which one of the following is the External source of recruitment
- Transfer
 - Campus placement
 - Both
 - None of these
- Q.5 The controlling function is performed by
- Top level management
 - Lower level management
 - Middle level management
 - All of the above
- Q.6 Which one of the following is not an element of direction?
- Motivation
 - Communication
 - Delegation
 - Supervision

SECTION-B

Note: Objective/ Completion type questions. All questions are compulsory. (6x1=6)

- Q.7 Planning is the first function of management (T/F)

- Q.8 Planning and Controlling are interrelated functions of management (T/F)
- Q.9 Direction means management in action (Yes/No)
- Q.10 Henry fayol is the father of Management (Yes/No)
- Q.11 Informal organization means the natural grouping of people in the work situation (T/F)
- Q.12 Planning is required at all levels of management as well as in all departments of the organization (T/F)

SECTION-C

Note: Short answer type questions. Attempt any eight questions out of ten questions. (8x4=32)

- Q.13 Explain the concept of management. Also describe its objectives.
- Q.14 Explain the functions of different levels of management in an organization.
- Q.15 What do you mean by planning? Describe the importance of planning.
- Q.16 What do you mean by Organizing. Explain its nature and objectives.

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