1st Year / OMCA

Subject : Principles of Management

Time : 3 Hrs.   M.M. : 60

SECTION-A

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

Q.1 Decision making is a component of_____

  a) Planning   b) Organisation

  c) Directing   d) Staffing

Q.2 Upward communication goes_____.

  a) Top to Bottom b) Parallel

  c) Bottom to Top d) All of above

Q.3 Communication process required at least _____ person

  a) 1   b) 2

  c) 3   d) 4

SECTION-D

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

Q.23 Explain the process of Controlling in detail.

Q.24 Explain various types of leaders

Q.25 Explain various components of Directing.

Q.4   A leader must have_____

a)   Children   b)   Followers

c)   Car   d)   Money

Q.5   _____ Budget is prepared by finance department.

a)   Sale   b)   Production

c)   Cash   d)   None of the above

Q.6   Master Budget is prepared for _____ departments

a)   Purchase   b)   Finance

c)   Sales   d)   All

SECTION-B

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

Q.7   Grapevine Communication is also known as _____ Communication.

Q.8   Corrective action is the _____ (First/Last) step in the process of control.

Q.9   Routine and _____ are two types of decision.

Q.10 Motivation may also be negative (T/F)

Q.11 Controlling is looking ahead (T/F)

Q.12 PERT was developed by British Navy in 1968(T/F)

SECTION-C

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

Q.13 Explain the problems encountered in Decision making.

Q.14 Explain the term Decision Making along with its features.

Q.15 Decision making is the most important function of management. Explain

Q.16 Importance of Supervision.

Q.17 Explain motivation along with its features.

Q.18 Any four characteristics of Leadership.

Q.19 Explain CPM.

Q.20 Explain Sales Budget and Cash budget

Q.21 Explain Controlling.

Q.22 What is Budgetary Control?