

- Q.24 Narrate the nature of planning.  
 Q.25 Write down the nature of organizing.  
 Q.26 What do you understand by manpower planning?  
 Q.27 Narrate the principles of directing.  
 Q.28 Why control is important in management?  
 Q.29 Why co-ordination is needed in management?  
 Q.30 What are various objectives of organizing? Explain.  
 Q.31 Bring out the importance of organizing.  
 Q.32 Explain the nature of co-ordination.  
 Q.33 Why management is important in modern organization?  
 Q.34 Explain the objectives of Planning.  
 Q.35 Explain the nature of manpower planning.

#### SECTION-D

- Note:** Long answer type questions. Attempt any two questions out of three questions. (2x10=20)  
 Q.36 Explain the concept of planning. Write a detail note on the requisite of good planning.  
 Q.37 What is the significance of manpower planning? Explain in detail the process of staffing.  
 Q.38 Is direction essential to achieve the objectives of an organization? Explain in detail various techniques of directing.

No. of Printed Pages : 4  
 Roll No. ....

124126

2nd Sem / FAA

**Subject : Principles of Management**

Time : 3 Hrs.

M.M. : 100

#### SECTION-A

**Note:** Multiple choice questions. All questions are compulsory (10x1=10)

- Q.1 Gang plank is related to?  
 a. Communication  
 b. Motivation  
 c. Supervision of workers.  
 d. Incentives to workers
- Q.2 Management principles are flexible whereas \_\_\_\_\_ principles are rigid.  
 a. Pure Science                      b. Employment  
 c. Scientific Management  
 d. Art
- Q.3 \_\_\_\_\_ means one plan, one boss.  
 a. Unity of direction              b. Unity of command  
 c. Centralisation                  d. Gang Plank
- Q.4 Which principle of general management advocates that, "Employee turnover should be minimized to maintain organisational efficiency."?  
 a. Stability of personnel  
 b. Remuneration of employees  
 c. Equity  
 d. Esprit De corps

- Q.5 In which step of the planning process pros and cons of each alternative is examined.
- Developing Premises
  - Setting up objective
  - Evaluating alternatives course of action
  - Selecting an alternative premises
- Q.6 The composite plan which involves setting up a long term objective, finding a course of action, and allocation of resources is called \_\_\_\_\_.
- Programme
  - Strategy
  - Procedure
  - Policy
- Q.7 Decision-making authority can be pushed down to a lower level and this is related to \_\_\_\_\_
- Centralisation
  - Delegation
  - Decentralisation
  - None of the options are correct
- Q.8 Decentralisation is \_\_\_\_\_
- Optional
  - Compulsory
  - Both A and B
  - None of the options are correct.
- Q.9 It refers to the process of instructing, guiding, counseling, motivation and leading people in the organization to achieve their objectives.
- Planning
  - Organizing
  - Staffing
  - Directing

- Q.10 Which of the following is not an element of directing?
- Supervision
  - Communication
  - Leadership
  - Inspection

### SECTION-B

**Note:** Objective type questions. All questions are compulsory. (10x1=10)

- Q.11 There are lower, middle and \_\_\_\_\_ levels of management.
- Q.12 F.W. Taylor is known as the father of \_\_\_\_\_ management.
- Q.13 Unity of command means, the employee should receive order from \_\_\_\_\_ superior only.
- Q.14 Supervision is an important \_\_\_\_\_ of directing.
- Q.15 Delegation mean sharing \_\_\_\_\_ with subordinates.
- Q.16 Assignment of duties is the \_\_\_\_\_ step in delegation.
- Q.17 Induction is required for .....employees.
- Q.18 Formal and \_\_\_\_\_ are the two types of organization.
- Q.19 Control is a \_\_\_\_\_ (Looking bank/forward looking)
- Q.20 There are \_\_\_\_\_ types of coordination

### SECTION-C

**Note:** Short answer type questions. Attempt any twelve questions out of fifteen questions. (12x5=60)

- Q.21 Explain the objectives of management.
- Q.22 Narrate various skill of management.
- Q.23 Write down the importance of planning.