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(Printed Pages 3)  
Roll No. \_\_\_\_\_

**21/1083**

**B.C.A. (First Semester)**

**Examination, 2021**

**Third Paper**

**(Principles of Management)**

**Time : 1.30 Hours ] [ Maximum Marks : 75**

**Note :** Attempt any **five** questions. **All** questions carry equal marks. Limit the answers of each of the question to 350 words only.

1. What do you mean by Management? Explain briefly the objectives of Management. 15

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2. Discuss briefly various functions of Management. 15
3. What do you understand by planning? Write briefly the steps of planning in the context of any business organization. 15
4. Discuss concisely the contribution of Henri Fayol in Management. 15
5. What do you mean by Decision Making? Discuss in short the various methods of Decision-making. 15
6. Distinguish between 'Line' and 'Line and Staff Organization' with an example. 15
7. What do you mean by Direction? Mention different techniques of direction. 15

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8. Define Motivation? Explain in short Maslow's Need Hierarchy theory of motivation. 15
9. What do you mean by Leadership? State the importance of leadership in a modern business. 15
10. Write a short notes on any **one** of the following: 15
- (i) Management of Change
  - (ii) Non-verbal form of Communication
  - (iii) Span of control
  - (iv) Delegation of Authority