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**First Semester B.B.A Degree Examination,
November/December 2019**

(CBCS Scheme – 2018-19 Onwards – Freshers)

Business Administration

Paper 1.6 – MANAGEMENT PROCESS

Time : 3 Hours]

(Max. Marks : 70)

Instructions to Candidates : Answers should be written in English only.

SECTION – A

Answer any **FIVE** of the following sub-questions. Each sub-question carries **2** marks : **(5 × 2 = 10)**

1. (a) What is management process?
- (b) Expand PODSCORB.
- (c) What is standing plan?
- (d) What is MBE?
- (e) Name two types of control methods.
- (f) What is oral order?
- (g) Give the meaning of motivation.



SECTION – B

Answer any **THREE** of the following questions. Each question carries **6** marks : **(3 × 6 = 18)**

2. Narrate the characteristics of management.
3. Explain the advantages and limitations of planning.
4. Distinguish between formal and informal organization.
5. Explain various sources of recruitment.
6. Give a note on 'Trait Theory' of leadership.

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SECTION - C

Answer any **THREE** of the following questions. Each question carries **14** marks :
(3 × 14 = 42)

7. Briefly explain various stages of decision making.
8. Explain various factors which influence the organization structure.
9. Explain the principal barriers to communication.
10. Narrate the essentials of effective coordination.
11. Explain the steps in adopting a good control system.

SECTION - A

