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First Semester B.B.A. Degree Examination, August/September 2021

(CBCS Scheme – 2018–19 onwards – Freshers and Repeaters)

Business Administration

Paper 1.6 – MANAGEMENT PROCESS

Time : 3 Hours]

[Max. Marks : 70

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

SECTION – A

1. Answer any **FIVE** of the following. Each question carries **2** marks. **(5 × 2 = 10)**
- Define Management.
 - What is a plan?
 - What is span of control?
 - Give the meaning of organizational chart.
 - What is Democratic Leadership?
 - Define staffing.
 - Give the meaning of written communication.

SECTION – B

Answer any **THREE** of the following. Each question carries **6** marks :

(3 × 6 = 18)

- Explain the features of Management.
- Briefly explain the objectives of planning.
- What are the essentials of a sound control system?
- Is Management an art? Explain.
- What are the merits and demerits of line organization?

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SECTION - C

Answer any **THREE** of the following. Each question carries **14** marks :

(3 × 14 = 42)

7. Explain Mc Gregor's X and Y theory of motivation.
8. Explain the importance of co-ordination.
9. Define communication. State the common barriers to communication in an organization.
10. Explain the different types of plans.
11. Explain the procedure involved in selection of a candidate.

SECTION - B

Answer any **THREE** of the following. Each question carries **6** marks :

(3 × 6 = 18)

1. Explain the features of Management.
2. Briefly explain the objectives of planning.
3. What are the essentials of a sound control system?
4. Is Management an art? Explain.
5. What are the merits and demerits of line organizations?