

Total number of printed pages-4

47(1) PRMN 1-4

2014

PRINCIPLES OF MANAGEMENT

Paper : 1-4

Full Marks : 80

Time : Three hours

The figures in the margin indicate full marks for the questions.

1. (A) Fill in the gaps with appropriate words : 1×5=5
- (i) Fayol classified all industrial activities into _____ groups.
 - (ii) _____ was the pioneer of human relations movement.
 - (iii) Line organisation represents _____ relationship.
 - (iv) Delegation grants _____ to subordinates.
 - (v) Planning is an _____ process.

Contd.

(B) Find out the correct answer : $1 \times 2 = 2$

- (a) Organisation deals with
- (i) Centralisation of activities
 - (ii) Decentralisation of activities
 - (iii) Division of work
- (b) Delegation creates
- (i) new work
 - (ii) Obligation
 - (iii) new levels of management.

(C) State whether true or false : (any three) $1 \times 3 = 3$

- (i) Centralisation helps in division of work.
- (ii) Budgetary control is a system of controlling costs.
- (iii) Organisation involves division of work.
- (iv) Authority can not be delegated.
- (v) Bureaucratic Model was developed by Elton Mayo.

2. Explain **any five** in brief : $2 \times 5 = 10$

- (a) Organisation chart
- (b) Unity of Direction
- (c) Scalar Chain.
- (d) Morale

- (e) Globalisation
- (f) Zero-Base Budgeting
- (g) Budget Committee

3. Answer **any four** questions from the following : $5 \times 4 = 20$

- (a) State the importance of motivation.
- (b) How can delegation be made effective?
- (c) State the advantages of functional organisation.
- (d) Explain levels of Management.
- (e) State the advantages of Benchmarking.
- (f) Why human resource management is essential for an organisation?

4. Distinguish between : (any two) $.8 \times 2 = 16$

- (a) Programmed Decisions and Non-Programmed Decisions.
- (b) Formal and Informal Organisation
- (c) Delegation and Decentralisation
- (d) Autocratic Style Leader and Democratic Style Leader.

5. Answer **any three** questions from the following : $8 \times 3 = 24$

- (a) (i) What is Management?

- (ii) Is management a science ?
- (iii) State the importance of Management.
- (b) (i) What is Decision Making ?
- (ii) What is Group Decision-Making ?
- (iii) State the advantages and disadvantages of Group Decision Making.
- (c) (i) What is Planning ?
- (ii) What is Strategic Planning ?
- (iii) State the advantages and disadvantages of planning.
- (d) (i) What is Motivation ?
- (ii) What is the meaning of positive and negative motivation ?
- (iii) Describe Maslow's need hierarchy theory of motivation.
- (e) (i) What is Departmental Line Organisation ?
- (ii) What is meant by Line & Staff Organisation ?
- (iii) State the advantages of Line & Staff Organisation.
- (f) (i) What is Controlling ?
- (ii) What is Budgetary Control ?
- (iii) State the advantages of Budgetary Control.