

- Note:
1. All questions are compulsory with internal options.
 2. The figures to the right indicate full marks.
 3. Draw a neat diagram wherever necessary.

Q. 1 (A) Fill in the blanks with the correct answer from the alternatives given below. (08)

(Attempt any 8)

- (1) _____ skills are referred to as problem-solving skills.

(a) Conceptual	(b) Design
(c) Technical	(d) Administrative
- (2) Managerial Grid has _____ behavioural dimensions.

(a) 3	(b) 5
(c) 7	(d) 2
- (3) _____ is the sum total of physical, mental and social qualities.

(a) Intelligence	(b) Personality
(c) Innovation	(d) Initiative
- (4) _____ is an obligation of business to take such actions which promote and protect the welfare of the society in which it operates.

(a) Environmental Sustainability	(b) Management Audit
(c) Green Management	(d) Corporate Social Responsibility
- (5) In _____ style of leadership, the leader allows the subordinates to take the decision and acts only as a guide.

(a) laissez-faire	(b) participative
(c) neurocratic	(d) sociocratic
- (6) A _____ is a timetable for activities.

(a) rule	(b) schedule
(c) budget	(d) policy
- (7) _____ is deciding in advance what to do, how to do, when to do and who is to do it.

(a) Controlling	(b) Planning
(c) Organising	(d) Directing
- (8) According to Mary Parker Follet, management is an _____ of getting things done through people.

(a) science	(b) vocation
(c) profession	(d) art
- (9) Centralization of authority may work only in the case of _____ organisations.

(a) medium	(b) growing
(c) small	(d) large
- (10) Division of work leads to _____.

(a) equality	(b) specialisation
(c) authority	(d) equity

(B) State whether the following statements are True or False. (Attempt any 7) (07)

- (1) Lack of unity of command can create confusion in the organization.
- (2) There is a pressure on the companies from the government to follow environmental regulations.
- (3) The supervision and direct control on the part of superiors cannot have any influence on the subordinates.
- (4) Planning is a link between the past, present and future.
- (5) There should be a balance between centralization and decentralization.

- (6) Subordinates should be given freedom to come up with suggestions and ideas.
- (7) There must be cost-benefit analysis of every alternative plan.
- (8) The scope of CSR includes economic responsibility.
- (9) The analysis of the external environment reveals the strengths and weaknesses of the organization.
- (10) According to Henry Fayol's principles, the interest of the organization should be secondary.

Q.2 (a) Briefly explain the functional areas of management with respect to POSDCORB. (15)

OR

Q.2 (p) Elaborate on the concept of Managerial Grid in detail with the help of a diagram. (08)

(q) What is meant by management? Explain its nature in detail. (07)

Q.3 (a) What is planning? Bring out its nature/characteristics. (08)

(b) Explain in detail the limitations of planning. (07)

OR

Q.3 (p) What are the essential features of a good plan? (08)

(q) What is decision-making? Give its importance. (07)

Q.4 (a) Discuss the barriers to effective delegation. (08)

(b) Explain the various bases of Departmentation. (07)

OR

Q.4 (p) Distinguish between: Formal and Informal Organisation (08)

(q) What is Decentralisation of Authority? Explain its advantages. (07)

Q.5 (a) Explain the various Leadership Styles. (08)

(b) What is CSR? Why is it important? (07)

OR

Q.5 (p) Write short notes on (Attempt any 3) (15)

(1) Skills required by a manager

(2) Green Management

(3) Single-use Plans

(4) Qualities of a good leader.

(5) Secondary Principles of Organising

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