

BBA-01
December – Examination 2021
BBA (Part-I) Examination
Principles of Management
Paper : BBA-01

Time : 1½ Hours]

[Maximum Marks : 70

Note :- The question paper is divided into two Sections A and B. Write answers as per the given instructions.

Section-A

4×3½=14

(Very Short Answer Type Questions)

Note :- Answer any *four* questions. As per the nature of the question delimit your answer in one word, one sentence or maximum up to **30** words. Each question carries 3½ marks.

1. (i) Write any *two* characteristics of management.
- (ii) What is Bureaucracy ?
- (iii) What is Work Study ?
- (iv) What is Corporate Planning ?
- (v) Write the names of any *two* principles of Planning.
- (vi) What is MBO ?
- (vii) What do you mean by Unity of Command ?
- (viii) What do you mean by Delegation of Authority ?

Section–B **4×14=56**

(Short Answer Type Questions)

Note :- Answer any *four* questions. Answer should not exceed **200** words. Each question carries 14 marks.

2. “Management is the art of getting things done through other people.” Explain this statement.
3. What are the operative and managerial functions of management ? Discuss in detail.

4. Why is it important for you to understand the various management theories that have developed ? Explain.
5. What is Planning ? Explain the different planning techniques.
6. Distinguish between routine and strategic decisions. What are the various steps involved in the decision-making process ? Discuss in detail.
7. What are the components of organization structure ? Discuss them and explain how they help in smooth functioning of the organization.
8. “The difference between individual goals and organizational goals will be higher in the absence of direction”. Do you agree ? Explain.
9. “Coordination is the essence of management.” Elaborating this statement. Explain the importance of coordination.