

Roll No.

57011
B.B.A. 2nd Semester
(N.S.) 2011-12
Examination-May, 2013
Principles of Management
Paper-Bba-201

Time : 3 hours

Max. Marks : 80

Before answering the questions, candidates should ensure that they have been supplied the correct and complete question paper. No complaint in this regard will be entertained after the examination.

Note : The question paper is divided in **two** sections. The section-A comprises **eight** short answer type questions which are **compulsory** and carrying two marks each. Answer to these questions should not exceed 50 words. Section-B comprises **8** questions (**2** questions from each unit). The candidates are required to attempt **four** questions selecting at least **one** question from each unit. All questions carry equal marks.

57011-5250-(P-3)(Q-9)(13) (1)

[Turn Over

Section-A

1. (i) Define Administration.
- (ii) Explain unity of direction.
- (iii) What is Mission ?
- (iv) Brief on long term planning.
- (v) What is decentralization ?
- (vi) Define Staffing.
- (vii) Write any two HR related controlling techniques.
- (viii) What are the various types of functional budgets ?

Section-B

Unit-I

2. Discuss the various functions of management.
3. Write short note on the following :
 - (a) Contingency approach
 - (b) System approach

57011-5250-(P-3)(Q-9)(13) (2)

Unit-II

4. Discuss in detail Management by objectives. Explain its relevance in today's competitive environment.
5. Write short note on the following :
 - (a) Group Decision making in organization
 - (b) Tactical planning

Unit-III

6. Explain in detail various styles of leadership.
7. Write short note on the following :
 - (a) Coordination
 - (b) Distribution of authority

Unit-IV

8. What are the steps in controlling process and state the essentials of effective control.
9. What is budgetary control and explain its significance.