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Code : 303104

BCA 1st Semester Exam., 2013

**PRINCIPLES OF MANAGEMENT
AND ORGANIZATION**

Time : 3 hours

Full Marks : 60

Instructions :

- (i) The questions are of equal value.
- (ii) There are **SEVEN** questions in this paper.
- (iii) Attempt **FIVE** questions in all.
- (iv) Question Nos. **1** and **2** are compulsory.

1. Choose the correct answer :

- (a) Management affects employee morale but not a company's financial performance.
 - (i) True
 - (ii) False
- (b) A goal of efficiency is to minimize resource costs.
 - (i) True
 - (ii) False
- (c) Fayol's management functions are basically equivalent to Mintzberg's management roles.
 - (i) True
 - (ii) False

- (2)
- (d) The division of labor is also referred to by the term 'job specification'.
 - (i) True
 - (ii) False
 - (e) The Industrial Revolution began in the nineteenth century.
 - (i) True
 - (ii) False
 - (f) Organizing includes
 - (i) defining organizational goals
 - (ii) hiring organizational members
 - (iii) motivating organizational members
 - (iv) determining who does what tasks
 - (g) The process of monitoring, comparing and correcting is called
 - (i) controlling
 - (ii) coordinating
 - (iii) leading
 - (iv) organizing
 - (h) The quantitative approach to management has also been referred to by which of the following names?
 - (i) Sales optimization
 - (ii) Management science
 - (iii) Managerial theory
 - (iv) Statistical reformulation

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- (i) Planning involves two important elements, i.e., akubihar.com
- (i) goals and decisions
 - ~~(ii) goals and plans~~
 - (iii) plans and decisions
 - (iv) goals and actions
- (j) What is the strength of a simple structure?
- (i) Employees are grouped with others who have similar tasks
 - ~~(ii) It focuses on results~~
 - (iii) It is inexpensive to maintain
 - (iv) There are cost-saving advantages from specialization akubihar.com

2. Answer any three of the following :

- (a) Describe the four functions of management.
- (b) Differentiate between open system and closed system.
- (c) Describe span of management.
- (d) Differentiate between objectives and policies.
- (e) Differentiate between effectiveness and efficiency.

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Answer any three questions of the following :

- 3. Discuss different managerial roles. Include specific examples.
- 4. Converse Frederick Taylor's work in scientific management. List Taylor's four principles of management.
- 5. Define management by objectives (MBO) and list different elements of this type of goal setting.
- 6. Define corporate social responsibility and describe some of the current trends in this area.
- 7. List and discuss the five needs that are based on Maslow's hierarchy of needs theory.

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