

**Principles of Management (BB-101)**

Paper ID- C0201

**Time allowed: 3 hours****Max Marks: 60****Section –A****Notes: All the questions are compulsory. Each question carries 2 marks each.****Q 1: (10\*2 = 20)**

- a) Centralizations vs. Decentralization
- b) Objectives vs. Policies
- c) Relationship between authority and responsibility
- d) Graicunas formula
- e) Departmentation by territory
- f) Business Ethics
- g) Formal vs. Informal organization
- h) MBO
- i) Non- budgetary control devices
- j) Performance appraisal

**Section-B****Notes: Attempt any four questions. Each carries 10 marks each. (4\*10)**

**Q 1: What do you understand by planning? Discuss the planning process that is steps involved in planning?**

**Q 2: Organizing means "grouping of activities and assigning them to team members". Discuss the steps. involved in organizing. Why organizing is important?**

**Q 3: What is meant by Staffing? Give the steps involved in staffing. What is the importance of staffing in managing organizations? Give suitable examples.**

**Q 4: What is meant by control? What are types of control used in organizations? What are the traditional and modern techniques of control, with special emphasis on Budgetary Control?**

**Q 5: Discuss nature and scope of management.**

**Q 6: Define communication. Discuss in detail importance and process of communication.**