

Exam. Code : 105402

Subject Code : 1471

Bachelor in Business Administration 2nd Semester

PRINCIPLES OF MANAGEMENT

Paper—BBA-204

Time Allowed—3 Hours] [Maximum Marks—50

Note :— Section A contains *twelve* very short answer questions. Attempt any *ten*. Each question carries 1 mark. Section B contains *four* questions. Attempt any *two* questions. Each carries 10 marks. Section C contains *four* questions. Attempt any *two* questions. Each carries 10 marks.

SECTION—A

1. (a) Differentiate between cooperation and coordination.
- (b) What are single use plans ?
- (c) What do you mean by unity of command ?
- (d) Differentiate between rules and procedure.
- (e) Enlist the antecedents of formal organisation.
- (f) What is the role of planning function in management ?
- (g) Differentiate between recruitment and selection.
- (h) What is performance appraisal ?

- (i) How can we fulfill our social needs according to Maslow ?
- (j) Differentiate between line and staff organisation.
- (k) What is autocratic style of leadership ?
- (l) Who are followers ?

SECTION—B

- 2. Management is both an art and a science. Discuss your opinion on the statement.
- 3. Discuss the various classical schools of thought, indicating the learnings of each school.
- 4. Explain the various types of plans along with their advantages.
- 5. Explain the various forms of organisation.

SECTION—C

- 6. Explain the obstacles to delegation faced by the manager.
- 7. Explain the factors affecting manpower management.
- 8. Explain the importance of various theories of motivation in motivating the employees.
- 9. Discuss the principles and techniques involved in coordination.