

Roll No.

Total No. of Questions : 07]

[Total No. of Pages : 02

BBA (Sem. - 1st)
PRINCIPLES OF MANAGEMENT
SUBJECT CODE : BB - 101
Paper ID : [C0201]

[Note : Please fill subject code and paper ID on OMR]

Time : 03 Hours

Maximum Marks : 60

Instruction to Candidates:

- 1) Section - A is **Compulsory**.
- 2) Attempt any **Four** questions from Section - B.

Section - A**Q1)****(10 × 2 = 20)**

- a) Define Management.
- b) Explain management by objectives.
- c) Difference between formal and informal organizations
- d) Types of departmentation.
- e) What is Delegation of Authority?
- f) Downward and upward communication.
- g) What are the objectives of control?
- h) What is social responsibility?
- i) Selection vs Recruitment.
- j) Process of communication.

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Section - B**(4 × 10 = 40)**

Q2) “Management is an art of getting things done through others” Comment on this statement in the light of importance of management.

Q3) Define Delegation of authority. What are the difficulties in it and how to make it effective?

Q4) Discuss various problems in the process of effective communication. How can we overcome these problems?

Q5) What do you understand by Selection Process? Discuss various steps involved in it.

Q6) What are the elements of an adequate control system? Explain the various stages in the process of control.

Q7) Write a detailed note on Social Responsibility?

