

SYBAF

25/4/18

F.C. (In Mgmt)

Q.P. CODE: 36572

(L)  
200

2 to 6.30 Duration: 2 1/2 hrs

Marks: 75

Pages - 2

- Note: 1. All questions are compulsory with internal choices  
2. Figures to the right indicate marks

**Q.1a) Select the correct option & rewrite the statement (Any 8)**

(08)

1. Management is \_\_\_\_\_.  
a. rigid                      b. dynamic                      c. permanent
2. Management uses \_\_\_\_\_ of management.  
a. 4Ms                      b. 6Ms c. 8Ms
3. \_\_\_\_\_ is the essence of management  
a. Planning    b. Coordination                      c. Controlling
4. Decision making is a \_\_\_\_\_ oriented process  
a. performance                      b. result                      c. goal
5. Planning is a \_\_\_\_\_ process.  
a. mental                      b. virtual                      c. physical
6. Delegation \_\_\_\_\_ the burden on management.  
a. increases                      b. reduces                      c. balances
7. Centralization provides \_\_\_\_\_ to policy.  
a. dispersal                      b. concentration                      c. uniformity
8. Interview is the base of \_\_\_\_\_ selection  
a. personal                      b. primary                      c. final
9. Personality test measures \_\_\_\_\_ of candidates.  
a. balance                      b. maturity                      c. immaturity
10. Democratic leader acts as a good \_\_\_\_\_.  
a. administrator                      b. listener                      c. manipulator

**Q.1b) Match the Columns (Any 7)**

(07)

- Column A**
- 1 Barriers to delegation
  - 2 Motivation
  - 3 Non-monetary
  - 4 Leadership
  - 5 Esprit de corps
  - 6 Recalls
  - 7 Decentralization
  - 8 Unity of command
  - 9 Departmentation by process
  - 10 Alternative plans

- Column B**
- A Team spirit
  - B Bonus
  - C Stand-by arrangement
  - D External source of recruitment
  - E Textile mill
  - F Better designation
  - G Emotional maturity
  - H Good control system
  - I Costly
  - J Internal source of recruitment
  - K Fear of criticism
  - L One superior

**Q.2) Answer the following**

- a. Briefly explain Henry Fayol's principle of management. (08)
- b. Explain the nature of management. (07)

**OR**

- c. Define planning & state its importance. (08)
- d. Explain the process of planning. (07)

**Q.3) Answer the following**

- a. Describe the different types of interviews that are conducted in organisation. (08)
- b. What are the factors affecting decentralization? (07)

**OR**

- c. State the advantages & disadvantages of informal organisation. (08)
- d. What is recruitment & state its sources? (07)

**Q.4) Answer the following**

- a. Explain leadership & describe any five styles of leadership. (08)
- b. What are the factors affecting motivation? (07)

**OR**

- c. What is controlling? Explain the steps in controlling. (08)
- d. Distinguish between recruitment & selection. (07)

**Q.5 Short Notes (any 3)**

**(15)**

- a. Levels of management
- b. Decision making
- c. Centralization
- d. Employment test
- e. Leadership traits

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