

BBA -106(N)

Roll No. :

**B.B.A. (First Semester)
EXAMINATION, Dec.-2015**

(New Course)

Paper – Sixth

FUNDAMENTALS OF MANAGEMENT

[Time: Three Hours]

[Maximum Marks: 70]

Note: Attempt Questions from all the sections as directed.

SECTION – A

Short Answer Type Questions

Note: Attempt all questions from this section. Each Question will carry
3 marks.

- Q.1. A). Why knowledge of Management is compulsory for Managers?
B). Differentiate between Management and Administration.
C). Discuss Merits of Planning.
D). Define Span of Control.
E). What factors should be kept in mind while communicating
in Business?
F). Elucidate the importance of Organizing in an organization.
G). “Why Organizational structures are made”? Explain.

- H). Discuss concept of Supervision.
- I). Explain the concept of Management.
- J). Why motivation is important for the employees?

SECTION – B

Long Answer Type Question

Note: Attempt any two questions from this section. Each Question will carry 10 marks.

- Q.2. Whether the Theories are helpful for managers in an organization and why? Discuss contribution of Taylor in Management.
- Q.3. Define Motivation and the techniques to improve motivation.
- Q.4. Define Controlling and the techniques of controlling with suitable examples.
- Q.5. Elucidate Delegation of Authority. Why knowledge of Authority and responsibility is necessary for Managers?

SECTION – C

Long Answer type question

Note: Attempt any two questions from this section. Each Question will carry 10 marks.

- Q.6. What are the roles played by a Manager in an organization?
- Q.7. Differentiate between Centralization and Decentralization of authority. As a Manager, which one you support and why?
- Q.8. Explain the nature and process of planning?
- Q.9. Explain the importance of Leadership and the Style of Leadership.