

Roll No.

BBA-106(N)

B. B. A. (First Semester) EXAMINATION, Dec., 2019

(New Course)

Paper Sixth

FUNDAMENTALS OF MANAGEMENT

Time : Three Hours]

[Maximum Marks : 70

Note : Attempt questions from all Sections as directed.

Inst. : The candidates are required to answer only in serial order. If there are many parts of a question, answer them in continuation.

Section—A

(Short Answer Type Questions)

Note : Attempt all questions with maximum 100 words.

Each question carries 3 marks.

1. (A) Discuss management as Science.
- (B) Profession vs. Occupation
- (C) PEST analysis
- (D) Centralization vs. Decentralization
- (E) Span of Control
- (F) Authority vs. Responsibility
- (G) Manager vs. Leader

- (H) Formal vs. Informal Communication
- (I) Autocratic vs. Democratic leadership style
- (J) Planning vs. Controlling

Section—B

(Long Answer Type Questions)

Note : Attempt any *two* questions. Each question carries 10 marks.

- 2. Explain the term 'Management'. Also discuss the nature and scope of management.
- 3. Elaborate 14 principles of management given by Henry Fayol.
- 4. Briefly discuss the term planning. Elaborate various steps of process of planning.
- 5. Define the term decision-making. Also discuss the process of decision-making with suitable examples.

Section—C

(Long Answer Type Questions)

Note : Attempt any *two* questions. Each question carries 10 marks.

- 6. Define the term organizing. Also discuss the various types of organization.
- 7. Define the term communication. Briefly discuss various steps of process of communication.
- 8. Critically evaluate Herzberg's two-factor theory of Motivation.
- 9. Discuss the term controlling. Briefly discuss Break-even analysis as a technique of controlling.