

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?

