

A  
(21222)  
BCA-I Sem.

(Printed Pages 3)  
Roll No. ....

**18003**

**B.C.A. Examination, Dec. 2022**

**Principles of Management**

**(BCA-104)**

*Time : Three Hours ]*

*[Maximum Marks : 75*

**Note :** Attempt **all** the sections as per instructions.

**Section-A**

**(Very Short Answer Type Questions)**

**Note :** Attempt all **five** questions.  $3 \times 5 = 15$

1. What do you mean by "management is a process"? 3
2. Who are formal leaders? 3
3. What do you mean by Forecasting? 3
4. Explain any two business strategies? 3
5. Define the steps of controlling? 3

**P.T.O.**

### Section-B

#### (Short Answer Type Questions)

**Note :** Attempt any **two** questions.

7.5×2=15

6. What are the factors affecting decision making process? 7.5
7. What are the skills require by manager at different levels? 7.5
8. Distinguish between authority and responsibilities? 7.5

### Section-C

#### (Long Answer Type Questions)

**Note :** Attempt any **three** questions.

15×3=45

9. What do you mean by levels of Management? Briefly describe the different levels of management? 15

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10. (a) What do you mean by centralization and decentralization? 7.5
- (b) Explain system approach by modern management theory? 7.5
11. What is meant by Leadership? Also discuss the reasons that make leadership necessary. 15
12. Discuss the condition of need for change in organization. Also discuss the alternative change techniques. 15
13. Write a short note on: 5×3=15
- (a) Staffing
- (b) Policies
- (c) Strategic planning

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