

Roll No.

Total No. of Pages : 02

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B.Com. (Professional) (Sem.-1)
BUSINESS ORGANIZATION AND MANAGEMENT

Subject Code : BCOP-102

M.Code : 22002

Date of Examination : 12-01-23

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTIONS TO CANDIDATES :

1. SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.
2. SECTION-B contains SIX questions carrying TEN marks each and a student has to attempt any FOUR questions.

SECTION-A

1. Write short notes on the following :

- a) Skills of management
- b) Matrix organisation
- c) Nature of planning
- d) Business ethics
- e) Principles of organising
- f) Accountability
- g) Line and staff relationship
- h) In-depth interview
- i) Motivational factors of Herzberg's theory
- j) Types of control.

SECTION-B

2. What are the major limitations of planning? What action can be taken to make planning effective?
3. *'Decision making is the Primary Task of the manager.'* Discuss.
4. Discuss the various techniques of control.
5. Explain the various theories of motivation.
6. Discuss the various functions of management.
7. What are various styles in leadership? Which, according to you is the best style of leadership?

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