

B.A. DEGREE EXAMINATION, APRIL 2020
II Year IV Semester
Principles of Management

Time : 3 Hours

Max.marks :75

Section A ($10 \times 2 = 20$) Marks

Answer any **TEN** questions

1. Define management.
2. List out any two scope of management.
3. What is planning?
4. How procedure is differing with policies?
5. What is span of control?
6. What is meant by departmentalization?
7. Write the sources of recruitment.
8. Give a note on selection.
9. What is co-ordination?
10. Write a note on control process.
11. What is meant by decision making?
12. What are the features of Direction?

Section B ($5 \times 5 = 25$) Marks

Answer any **FIVE** questions

13. State the functions of a manager.
14. What are the steps involved in planning?
15. Explain the importance of organization structure.
16. State the differences between authority and responsibility.
17. Bring out the requisites for excellent coordination.
18. What are the principles of Direction?
19. Explain the levels of management.

Section C ($3 \times 10 = 30$) Marks

Answer any **THREE** questions

20. Discuss the importance of management.
21. Enumerate the types of Decisions.
22. Write a note on informal organization.
23. Explain the process of recruitment.
24. Why authority is very important to a manager? - Explain.

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