

Roll No.

BCA-103(N)

**B. C. A. (First Semester)
EXAMINATION, Dec., 2017**

(New Course)

Paper Third

PRINCIPLES OF MANAGEMENT

Time : Three Hours]

[Maximum Marks : 75

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 : All questions are compulsory. Each question carries 3 marks.

1. (A) Describe briefly different skills required for a Manager.
- (B) Explain the Social Responsibility of Business to community, consumer and general public.
- (C) Define Management by Objectives.
- (D) Explain briefly determinants of ethics.
- (E) What is Scientific Management ?

- (F) Discuss the advantages of decentralization.
- (G) What is Management of Change ?
- (H) Explain the role of strategist.
- (I) Horizontal and Vertical Co-ordination.

Section—B

(Long Answer Type Questions)

Note : Attempt any *two* questions. Each question carries 12 marks.

2. "Management is the force which leads, guides and directs an organisation in the accomplishment of pre-determined objectives." Discuss the statement and give suitable definitions of management.
3. "Perhaps the real father of Modern Management theory is the French Industrialist Henry Fayol." Elucidate this statement and mention the general principles of Management listed by Fayol.
4. "Decision-making is the primary task of Management." Discuss this statement and explain the process of decision-making.
5. Write short notes on the following :
 - (i) Importance of planning
 - (ii) Types of planning
 - (iii) Grapevine Communication

Section—C

(Long Answer Type Questions)

Note : Attempt any *two* questions. Each question carries 12 marks.

6. What do you understand by Informal Organisation ? Give its special features. How does it differ from formal organisation ?

7. Why is Motivation important for employees in organisation ? Explain three-needs theory given by David C. McClelland.
8. What do you understand by leadership styles ? How will you secure effective leadership in the Management of an Organisation ?
9. What do you understand by planned change ? How can "resistance to change" be reduced ? Discuss.