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(1st Semester)

COMMERCE

Paper No. : BC-102

(Principles of Management)

(PART : A—OBJECTIVE)

(Marks : 25)

The figures in the margin indicate full marks for the questions

1. Choose the correct answer and place its code in the brackets provided : 1×10=10

(a) Getting things done through and with people is

(i) planning

(ii) organizing

(iii) management

(iv) MBO

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(b) In India, management is regarded as a/an

- (i) art
- (ii) science
- (iii) profession
- (iv) None of the above

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(c) The hierarchy of authority from the highest level to the lowest is

- (i) order
- (ii) equity
- (iii) scalar chain
- (iv) All of the above

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(d) The primary function of a manager is

- (i) planning
- (ii) organizing
- (iii) directing
- (iv) controlling

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(e) The process of predicting future uncertainties is

(i) decision making

(ii) forecasting

(iii) control

(iv) None of the above

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(f) An employee receiving orders from a superior only is

(i) span of control

(ii) unity of command

(iii) delegation

(iv) None of the above

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(g) The power to make decisions for guiding the action of others is

(i) authority

(ii) responsibility

(iii) autonomy

(iv) None of the above

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(h) The process of attempting to influence others is

- (i) request
- (ii) authority
- (iii) motivation
- (iv) None of the above

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(i) Blueprint of a desired plan of action is

- (i) budget
- (ii) plan
- (iii) control
- (iv) None of the above

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(j) Checking the current performance with pre-determined standards of a plan is

- (i) investigation
- (ii) control
- (iii) budget
- (iv) None of the above

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(5)

2. State whether the following statements are *True (T)* or *False (F)* by putting a Tick (✓) mark : 1×5=5

(a) Division of work leads to specialization.

(T / F)

(b) A good plan should be reasonable.

(T / F)

(c) Departmentation and decentralization is the same.

(T / F)

(d) Democratic style of leaders is elected through general elections.

(T / F)

(e) A good control system provides timely information to management.

(T / F)

(8)

(d) Laissez-faire style of leadership

(9)

(e) Management audit
