

2011

Time : 3 hours

Full Marks : 80

Candidates are required to give their answers in their own words as far as practicable.

The figures in the margin indicate full marks.

Answer from both the Groups as directed.

Group – A

(Objective Type Questions)

Answer all questions.

1. Choose the correct answer of the following :

2×10 = 20

(a) Management is :

(i) An art

(ii) A Science

JX – 1/3

(Turn over)

- (iii) Both of these
 - (iv) None of these
- (b) Planning function of management is performed by :
- (i) Top management
 - (ii) Middle management
 - (iii) Lower management
 - (iv) All of these
- (c) In "line and staff" organisation, the authority lies in :
- (i) Line
 - (ii) Staff
 - (iii) Both line and staff
 - (iv) Neither line nor staff
- (d) Delegation is more often :
- (i) Upward
 - (ii) Downward
 - (iii) Sideward
 - (iv) None of these

(e) The need-hierarchy theory of motivation is given by :

- (i) Maslow
- (ii) Herzberg
- (iii) Vroom
- (iv) McGregor

(f) F. W. Taylor is known as the father of :

- (i) Human Relation Approach
- (ii) Scientific Management Approach
- (iii) General and Industrial Management
- (iv) None of these

(g) To influence others behaviour is :

- (i) Power
- (ii) Authority
- (iii) Delegation
- (iv) None of these

(h) Communication is a process which is :

- (i) Two way
- (ii) Three way
- (iii) One way
- (iv) None of these

- (i) Theory X and Y belong to :
- (i) Herzberg
 - (ii) McGregor
 - (iii) Maslow
 - (iv) None of these
- (j) The main purpose of control function is to :
- (i) Punish the defaulter
 - (ii) Watch the defaulter
 - (iii) Take remedial action
 - (iv) All of these

Group – B

(Long-answer Type Questions)

Answer any four questions : $15 \times 4 = 60$

2. What do you mean by management ? Discuss its nature and scope.
3. Define planning. Discuss the process of planning.
4. Define authority. Discuss the sources of authority.
5. Define motivation. Explain its nature and characteristics.

6. Discuss the various types of organisation.
7. What is scientific management ? Discuss the principles of scientific management.
8. Define communication. Explain its various types.
9. Define control. Discuss different methods of control.
10. What is delegation of authority ? Discuss its merits and limitations.

