

PGDBM/MBA 1ST SEMESTER EXAMINATION, 2013
Paper - I : MANAGEMENT PROCESS

Full Marks : 80

Time : 3 Hours

Q.1. Answer any five of the following questions 2×5 = 10

(each within 50 words)

- a) Why management is called a group activity?
- b) What do you mean by scientific management?
- c) What is job description?
- d) Write two essentials of effective control system.
- e) What are the growth needs in Maslow's model of hierarchical needs?
- f) Write four characteristics of the individuals with Type A personality.
- g) What is grapevine?

2. Answer any three questions from the following $4 \times 3 = 12$
(each within 100 words)

- a) Explain four managerial responsibilities towards employees.
- b) What are the principles of coordination?
- c) Write four reasons as to why planning is considered a vital managerial function.
- d) What are the internal and external sources of recruitment?

3. Answer any three of the following questions $6 \times 3 = 18$
(each within 200 words)

- a) Explain the different levels of management with their functions.
- b) What is decision making? Explain the steps involved in the decision making process?
- c) Discuss Mc Gregor's Theory X and Theory Y of motivation.
- d) "Management is an essential component of all social organisations". In the context of the above statement analyse the need for management.
- e) Highlight the importance of Planning in organisations.

4. Answer any four questions of the following $10 \times 4 = 40$
(limit your each answer within 400 words)

- a) Write the contribution of F. W. Taylor and Henry Fayol to the development of Management.
- b) Discuss the different styles of leadership with two advantages and two disadvantages of each.
- c) Explain the elements in the MBO process.
- d) Discuss the characteristics and components of attitude.
- e) What is manpower forecasting? Discuss the methods of conduction manpower forecasting.
- f) What is directing? Explain the important principles of directing.

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