

KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY
MBA/PGDBM 1st Sem. Examination, 2014

Paper - 01

Management Process

Time : 3 Hrs.

Full Marks : 80

1. Answer any five of the following questions (each within 50 words) 2×5 = 10
 - (a) Define management.
 - (b) State two managerial responsibilities towards employees.
 - (c) State two assumptions of Theory X.
 - (d) What is Delphi Technique of decision making?
 - (e) What is staffing?
 - (f) What is grapevine?
 - (g) 'Leaders are born, not made.' - Briefly comment.
2. Answer any three questions from the following (each within 100 words) 4×3 = 12
 - (a) Explain the significance of MBO.
 - (b) 'Management is a group activity' – Explain.
 - (c) State four advantages of job analysis for helping in recruitment and selection.
 - (d) What are the principles of coordination?
 - (e) What is meant by time standard of control?
3. Answer any three of the following questions (each within 200 words) 6×3 = 18
 - (a) Explain the different levels of management with their functions.
 - (b) Discuss the Contingency Approach to management.
 - (c) Why is training essential?
 - (d) How does tactical planning differ from strategic planning?
 - (e) Explain matrix structure with an example.
4. Answer any four questions of the following (each within 400 words) 10×4 = 40
 - (a) Discuss the methods of conducting manpower forecasting.
 - (b) Discuss the essential skills of a manager.
 - (c) Compare the classical approach to management with the approach to scientific management.
 - (d) Discuss the essentials of an effective control system.
 - (e) Discuss the various types of communication in an organization.
 - (f) What is autocratic and participative leadership styles? State two advantages and two disadvantages of each of them.

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