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Reg. No. : .....

Name : .....

First Semester B.Com. Degree Examination, August 2021

First Degree Programme under CBCSS

Core Course – II

CO 1142/CC 1143 : MANAGEMENT CONCEPTS AND THOUGHTS

(2020 Admission Regular)

Time : 3 Hours

Max. Marks : 80

SECTION – A

Answer **all** questions in **1** or **2** sentences.

1. Define staffing.
2. What is coordination?
3. Define authority.
4. What is Organization Structure?
5. What is meant by standard in control function?
6. What is MBE?
7. What is Laissez-faire?
8. What do you mean by supervision?
9. What is Feed Forward Control?
10. Define communication.

(10 × 1 = 10 Marks)

P.T.O.

SECTION – B

Answer **any eight** questions, not exceeding a paragraph.

11. What do you mean by organization culture?
12. What is meant by policy?
13. What is decentralization?
14. What do you mean by planning premises?
15. What is meant by Functional Authority?
16. 'Management is a social process'. How?
17. How is forecasting is related to planning?
18. Mention the types of delegation.
19. State four factors determining the span of control.
20. Mention the differences between coordination and cooperation.
21. What are the features of direction?
22. Mention the limitations of control.
23. What do you mean by mission and vision?
24. What is motivation?
25. What is meant by job analysis?
26. What do you mean by self actualization need?

**(8 × 2 = 16 Marks)**

### SECTION – C

Short essay type questions. Answer **any six** questions.

27. Describe the steps involved in staffing function.
28. Explain the importance of management.
29. Explain the forecasting techniques.
30. Discuss the distinguishing features of formal and informal organisation.
31. What are the principles of effective coordination?
32. What are the qualities of a good supervisor?
33. What are the characteristics of motivation in an organization?
34. What is the importance of communication?
35. What are the advantages of democratic leadership?
36. What are the factors affecting organization structure?
37. Mention the benefits of TQM.
38. Differentiate between management and administration.

**(6 × 4 = 24 Marks)**

### SECTION – D

Long Essay type questions. Answer **any two** questions.

39. Explain Mc Gregor's theory X and theory Y. What are the criticisms faced by this theory?
40. Explain the various types of communication.

41. What is scientific management? Explain its principles with merits and demerits.
42. Define MBO. Explain the process of MBO with the merits and demerits.
43. Define leadership. Explain the various theories of Leadership.
44. Explain Mc Clelland's Achievement Motivation theory.

(2 × 15 = 30 Marks)

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