

LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034**B.B.A. DEGREE EXAMINATION – BUSINESS ADMINISTRATION**FIRST SEMESTER – **NOVEMBER 2023****UBU 1501 – PRINCIPLES OF MANAGEMENT**

Date: 01-11-2023

Dept. No.

Max. : 100 Marks

Time: 09:00 AM - 12:00 NOON

SECTION A - K1 (CO1)**Answer ALL the Questions****(10 x 1 = 10)****1.** Define the following terms:

a) Management.

b) Budget.

c) Delegation.

d) Job Enrichment.

e) Controlling.

2. Fill in the blanks:

a) Management deals with _____.

b) _____ is about grouping of jobs.

c) _____ means one plan, one boss.

d) Functional foremanship is an extension of the principle of _____.

e) _____ is the process of ensuring that actual results are in accordance with planned results.

SECTION A - K2 (CO1)**Answer ALL the Questions
10)****(10 x 1 =****3.** Match the following:

a) Henry Fayol - Eight Foremen

b) Principle of Unity of Direction - General guidelines

c) Principle of Management - One head-one plan

d) Scientific Management Theory - Modern Management

e) Functional Organization - F.W. Taylor

4. State True or False:

a) "Unity of command means one employee getting orders and instructions from one supervisor".

b) Time study involves analysing movements involved in performing an activity.

c) Scalar chain involves direct communication between two employees at horizontal level.

d) Discipline principle of management leads to development of team spirit.

e) Earning of a profit is considered to be subsidiary objective of the business.

SECTION B - K3 (CO2)**Answer any TWO of the following in 100 words each.****(2 x 10 = 20)**

5. Discuss the various level of management.

6. Examine the steps involved in planning.

7. Analyse the organizational chart and list its purpose.

8. Summarize the leadership style and classify leadership styles.

SECTION C – K4 (CO3)

Answer any TWO of the following in 100 words each.

(2 x 10 = 20)

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| 9. | Discuss about the Nature and Characteristics of Management. |
| 10. | Define and explain the types of plans. |
| 11. | Discuss the basic steps involved in a typical selection procedure. |
| 12. | Analyse the Maslow's theory of motivation. |

SECTION D – K5 (CO4)

Answer any ONE of the following in 250 words

(1 x 20 = 20)

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| 13. | Elaborate the 14 principles of management by Henry Fayol. |
| 14. | Explore the decision-making process. How does decision making improve organizational effectiveness? |

SECTION E – K6 (CO5)

Answer any ONE of the following in 250 words

(1 x 20 = 20)

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| 15. | Analyse the factors affecting delegation and distinguish between delegation and decentralization. |
| 16. | Discuss the traditional and non-traditional inspection techniques and their advantages and disadvantages. |

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