LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034

**B.Com.** DEGREE EXAMINATION – **CORPORATE SEC.**

FIRST SEMESTER – NOVEMBER 2010

# BC 1500 - BUSINESS MANAGEMENT

Date : 10-11-10 Dept. No. Max. : 100 Marks

Time : 1:00 - 4:00

**PART – A**

Answer **ALL** Questions (10 x 2 = 20 marks)

1. What is Management?
2. What are the functions of Management?
3. Enumerate the steps in the process of Planning.
4. What are the various types of planning?
5. What is span of Control?
6. What are the bases of departmentation?
7. What are the barriers to effective communication?
8. What is Directing?
9. Mention essentials of good co-ordination.
10. What are the advantages of using computers in organization?

**PART – B**

Answer any **FIVE** Questions (5 x 8 = 40 marks)

1. Enumerate Fayol’s principles of management.
2. What are the advantages and limitations of planning?
3. Define delegation. What are the three elements of delegation?
4. When and how can we introduce decentralization?
5. What is Leadership? What are the theories of leadership?
6. Explain Maslow’s theory of motivation.
7. Define Co-ordination. Explain the techniques of Co-ordination.
8. State the steps in the establishment of controls.

**PART – C**

Answer any **TWO** Questions (2 x 20 = 40 marks)

1. Discuss the nature and importance of management in modern business organizations.
2. Explain the process of decision-making. Point out the aids to decision-making.
3. Discuss the various sources of manpower recruitment and Distinguish between recruitment and selection.

$$$$$$$