

Duration: 3 hours

Max. Marks: 60

Instructions:

- *Figures to the right indicate maximum marks.*
- *All questions are compulsory, however internal choice is available.*
- *Each question start on a fresh page.*

Q. 1. Answer any **FOUR** of the following:

(4x3=12mks)

- a) State and explain any two managerial skills.
- b) Write a short note on controlling function of management.
- c) Discuss in brief the need of business ethics.
- d) Give any three points of difference between administration and management.
- e) Explain any three advantages of departmentation.

Q. 2. a) Define Management. State and explain the need of management.

(12 mks)

OR

x) Discuss the functions of top level managers.

(06 mks)

y) Explain in brief any six characteristics of a good manager.

(06 mks)

Q. 3. a) What do you understand by Management Principles? State and explain the principles of scientific management.

(12 mks)

OR

x) Explain in brief the arguments for universality of management.

(06 mks)

y) Give any six points of difference between forecasting and planning.

(06 mks)

Q. 4. a) Define Organising. Discuss the need of organising.

(12 mks)

OR

x) Briefly explain any six features of centralisation of authority.

(06 mks)

y) Explain in detail Delphi technique as a method of forecasting.

(06 mks)

Q. 5. a) Discuss in brief the social responsibilities of business towards different social groups.

(12 mks)

OR

x) What are the factors influencing business ethics?

(06 mks)

y) Enumerate the basic principles of business ethics.

(06 mks)