

Vidya Vikas Mandal's
Shree Damodar College of Commerce & Economics, Margao-Goa
SY BCA, Semester IV, End Semester Examination, April 2016
Management Functions (BCA403)

Duration: 2 hrs

Max Marks: 50 mks

Instructions:

- 1 All questions are compulsory
- 2 Start each new question on a fresh page
- 3 Figures to the right indicate maximum marks

Q1) A) Choose the correct alternative from the following:

(5 Mks)

1. Decisions taken by manager to take advantage of potential growth or higher profits.
A) Problem Solving Decisions B) Referred Decisions C) Opportunity Decisions
2. Process of establishing effective authority relationships among selected work, persons and work places in order for the group to work together effectively.
A) Motivating B) Organising C) Controlling
3. Theory of motivation suggested by Clay Alderfer.
A) Hygiene Theory B) Theory X & Y C) ERG Theory
4. Bridges the gap from where we are to where we want to go.
A) Coordinating B) Organising C) Planning
5. Theory which assumes that leaders are not born but develop gradually by experience.
A) Behavioural Theory B) Situational Theory C) Traits Theory

Q 1) B) Match the following

(5 Mks)

Column 'A'

Column 'B'

- | | |
|-------------------------------------|---------------------------------|
| 1) Managerial Grid | A) Fredrick Herzberg |
| 2) Grapevine Communication | B) Intellectual activity |
| 3) Dual Factor Theory of Motivation | C) Delegate the power |
| 4) Decentralisation | D) Unofficial channel |
| 5) Planning | E) Robert Blake and Jane Mouton |

Q2. A) State and Explain the features of Planning.

(5 Mks)

B) Explain any two types of Planning.

(5 Mks)

OR

X) Discuss the importance of Organisation.

(5 Mks)

Y) Explain the advantages of Centralisation.

(5 Mks)

Q3. A) Highlight in brief the Process of Organising.

(5 Mks)

B) State and Explain the disadvantages of Decentralisation.

(5 Mks)

OR

X) Explain the functions of a leader.

(5 Mks)

Y) Discuss the Traits Approach Theory of Leadership.

(5 Mks)

Q4. A) Explain in brief Maslow's Theory of Motivation.

(5 Mks)

B) Explain the advantages of Motivating employees.

(5 Mks)

OR

X) State and Explain the process of Decision Making in brief.

(5 Mks)

Y) Explain the benefits of Decision Making.

(5 Mks)

Q5 A) State and Explain the Communication Process.

(5 Mks)

B) Explain Formal and Informal Communication.

(5 Mks)

OR

X) Discuss the advantages of MBO.

(5 Mks)

Y) Highlight McGregor's Theory "X" and Theory "Y".

(5 Mks)