

**ESSENTIALS OF MANAGEMENT-I****Duration: 2 Hours****Max. Marks: 60*****Instructions:***

- *Figures to the right indicate maximum marks*
- *Start each new question on a fresh page*
- *Question **ONE** compulsory*
- *Answer any **FOUR** questions from **Q2** to **Q6***

**Q1. Write a short note on any **FOUR** of the following:-****(4\*3=12)**

- a. Management as an Art
- b. Universality of management Principles
- c. Span of control
- d. Organising
- e. Staffing

**Q2.**

- a. Define Management. Discuss the Nature of management.
- b. Briefly explain the Importance of Organisational Charts.

**(08)****(04)****Q3.**

- a. "People who wish to have a career as manager must study the discipline of management as means towards participating in the process of management."

**Comment.****(08)**

- b. Briefly discuss the types of Social Responsibilities.

**(04)****Q4.**

- a. Define Planning. Explain the planning process with the help of an example.
- b. State the sub functions of Organising.

**(08)****(04)****Q5.**

- a. Discuss the Importance of Management.
- b. State the advantages of Centralisation.

**(08)****(04)****Q6.**

- a. Discuss the Corporate Social Responsibility of an Organisation towards the various interest groups.
- b. Briefly discuss the need for Business Ethics.

**(08)****(04)**

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