

Roll No. :

Total No. of Questions : 7]

[Total No. of Printed Pages : 2

E-202

BBA (Part-I) Examination, 2023

BUSINESS AND MANAGEMENT CONCEPTS

Paper - BBA-101

Time : 3 Hours]

[Maximum Marks : 70

Section-A

(Marks : 2 × 10 = 20)

Note :- Answer all *ten* questions (Answer limit **50** words). Each question carries **2** marks.

Section-B

(Marks : 10 × 3 = 30)

Note :- Answer any *three* questions out of five. (Answer limit **500** words). Each question carries **10** marks.

Section-C

(Marks : 20 × 1 = 20)

Note :- One question based on case study is compulsory and carries **20** marks.

Section-A

1. (i) Is Management Art ? Discuss.
- (ii) Write characteristics of a Good Plan.
- (iii) Write the nature of Decision-making.
- (iv) What do you mean by Span of Management ?

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- (v) What is Matrix Organisation ?
- (vi) What is the scope of co-ordination ?
- (vii) Define Laissez-Faire style of Leadership.
- (viii) What is Supervision ?
- (ix) Direction is an important part of management. Explain.
- (x) What is Man-power Planning?

Section-B

- 2. Explain the following :
 - (i) Scientific management of Taylor
 - (ii) Bureaucratic model of Max Weber
- 3. Explain the following :
 - (i) Line Organisation
 - (ii) Line and Staff Organisation
- 4. What are the principles of delegation ? Differentiate between delegation and decentralization.
- 5. What are the various steps of controlling process ? Explain various techniques of controlling.
- 6. Explain the relevance of Gita in modern day management.

Section-C

- 7. Being an HR manager of XYZ Ltd., you have to select technical trainees. Explain the procedure that you will follow for recruitment, selection, induction and training. Discuss each step in detail.