

B.B.A. Semester - 1 (CBCS) Examination
Nov./Dec. -2018 (Old Course)
FUNDAMENTALS OF MANAGEMENT(CORE)

Time: 2:30 Hours**Marks: 70****Instructions:**

1. All questions are compulsory.
2. Figures to the right indicate marks.

Que-1	Define management. Discuss in brief any ten features of management.	(4+10)
	OR	
Que-1	Discuss:	(7+7)
	a. Managerial Roles (views of Mintzberg)	
	b. Management as a Profession	
Que-2	Explain major components of plan.	(14)
	OR	
Que-2	Discuss steps in planning process.	(14)
Que-3	Explain systematic organizing process.	(14)
	OR	
Que-3	Write notes:	(7+7)
	a. Qualities (or features) of a good organization	
	b. Types of organization chart	
Que-4	What is staffing? Describe briefly major functions of staffing.	(4+10)
	OR	
Que-4	a. Method of coordination	(7+7)
	b. Communication (meaning and features)	
Que-5	Write a note on systematic controlling process.	(14)
	OR	
Que-5	a. Discuss benefits of controlling by exception	(7+7)
	b. Importance of controlling	
