

**B.B.A. LL.B. (5 Year Degree Course) SEM-I (2009 Course) :
WINTER - 2018**

SUBJECT: FUNDAMENTALS OF MANAGEMENT

Day : Saturday
Date : 17/11/2018

W-2018-1348

Time : 02.30 PM TO 05.30 PM
Max. Marks : 80

N.B.:

- 1) Attempt **ANY SIX** questions including **Q. no. 1** which is **COMPULSORY**.
 - 2) Question **no. 1** carries **20** marks and all other questions carry **12** marks each.
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Q.1 Write short notes on (**ANY FOUR**)

- a) Management is art or science.
- b) Social responsibility
- c) Decision making process
- d) Formal organization
- e) Vision, mission and objective
- f) Budget

Q.2 Define management. Explain evolution of management thought.

Q.3 Explain steps to be taken in planning.

Q.4 Give difference between
a) Formal and Informal organization
b) Delegation and Decentralization

Q.5 What is leadership? Give different approaches of leadership.

Q.6 Explain the manager's role in building social responsibilities and ethical practice in an organization.

Q.7 What is controlling? Explain traditional control techniques.

Q.8 State and explain fayol's principles.

Q.9 Explain steps to be taken for effective controlling of an organization.

Q.10 Why management is important in organization? What are different functions of manager in an organization?

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