

BACHELOR OF COMPUTER APPLICATIONS (CBCS - 2018 COURSE)
B.C.A. Sem-II :SUMMER- 2022
SUBJECT : PRINCIPLES OF MANAGEMENT

Day : Wednesday
Date : 15-06-2022

S-18763-2022

Time : 10:00 AM-01:00 PM
Max. Marks : 60

N.B :

- 1) **Q. No. 5** from **Section – I** is **COMPULSORY**.
 - 2) Solve **Any TWO** from **Q.No.1** to **Q. No.4** in **Section – I**.
 - 3) Solve **Any TWO** from **Q.No.6** to **Q. No.8** in **Section – II**.
 - 4) Figures to the right indicate **FULL** marks.
 - 5) Answers to both sections should be written in **SAME** answer book.
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SECTION - I

- Q.1** a) Define management. State different levels of management. (06)
b) State in detail scope and importance of management. (06)
- Q.2** a) What is planning? Discuss steps in planning process. (06)
b) State decision making process in detail. (06)
- Q.3** a) State in detail steps involved in process of organizing. (06)
b) What do you mean by recruitment? What are the sources of recruitment? (06)
- Q.4** a) What is motivation? Discuss positive and negative motivation in business firm. (06)
b) Define Leadership. What do you mean by authority and responsibility at business organization? (06)
- Q.5** Write short note on **ANY THREE** of the following: (12)
a) Management audit
b) Use of IT in controlling
c) Decentralization
d) Management by objectives

SECTION - II

- Q.6** What do you mean by delegation of authority? What kind of authorities delegates by manager? And how it will help them? (12)
- Q.7** Discuss in detail relationship between planning and controlling. (12)
- Q.8** 'Contribution of Henry Fayol still guiding for effective and efficient utilization of resources.' Discuss with suitable example. (12)