

# MODEL PAPER

Code No. XXX

## FACULTY OF MANAGEMENT

B.B.A. XXX (CDE) Examination, XXX

Subject: XXX

Course No – XX

Time: 2 Hours

Max. Marks: 70

### PART – A

**Note: Answer any five questions.**

(5x2 = 10 Marks)

- 1 Management as a profession
- 2 Unity of command
- 3 Decision making
- 4 Formal organization
- 5 Authority
- 6 Training
- 7 Policies
- 8 Organizational change
- 9 Departmentalization
- 10 Recruitment

### PART – B

**Answer any four questions.**

(4x15 = 60 Marks)

- 11 Define management in a comprehensive manner and explain the major functions of management.
- 12 Discuss in detail the contributions of Henry Fayol to management thought.
- 13 What is planning? What are its advantages and limitations as a managerial function?
- 14 What is decision making? Explain the decision making process.
- 15 What are the basic characteristics of a formal and informal organization?
- 16 What is departmentalization? How is it essential for management of a business enterprise?
- 17 What is recruitment? What are the different sources of recruitment?
- 18 Distinguish between coordination and cooperation. What are the requisites for excellent coordination?
- 19 Discuss the role of technology in management of an organization.
- 20 What are the features and objectives of organizational development?

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