

2031
Bachelor of Business Administration
First Semester
BBAS-104: Management Concept and Practices

Time allowed: 3 Hours

Max. Marks: 80

NOTE: Attempt four short answer type questions from Section–A. Attempt two questions each from Section B and C respectively.

x-x-x

Section – A

- I. Attempt any four of the following:-
- a) What do you mean by MBO?
 - b) Write a short note on Span of control.
 - c) What do you understand by Organisation Chart and Organisation Manual?
 - d) "Coordination is the essence of Management." Explain.
 - e) Describe the techniques of Direction.
 - f) What is Knowledge management? (4x5)

Section – B

- II. What are the principles of management? Do you think that there are universal principles of management that affect the success of all organizations and managers? (15)
- III. Assess the contribution of Henry Fayol to management thought. (15)
- IV. "Decision making is the primary task of management." Discuss the statement and explain the process of decision making. (15)
- V. What are the basic principles of delegation of authority? Suggest practical guidelines to make delegation effective. (15)

Section – C

- VI. What is meant by hierarchical nature of needs? Is this hierarchy rigid? Explain. (15)
- VII. What do you mean by controlling? Discuss the various steps involved in this process. (15)
- VIII. What is the concept of Leadership? Discuss the theories of leadership. (15)
- IX. What do you mean by management of strategic change? Discuss the need and role of strategic change. (15)

x-x-x