

**I/COM (ii)**

**2013**

**( 1st Semester )**

**COMMERCE**

Paper No. : BC-102

**( Business Organisation and Management )**

*Full Marks : 75*

*Time : 3 hours*

**( PART : B—DESCRIPTIVE )**

*( Marks : 50 )*

*The figures in the margin indicate full marks  
for the questions*

1. What is business? Explain the nature of business. 3+7=10

*Or*

Discuss various types of business organisations. 10

( 2 )

2. What is management? Discuss the managerial roles. 3+7=10

Or

Explain the classical approach to management. 10

3. Explain the concept and process of planning. 3+7=10

Or

Explain, in detail, management by objectives. 10

4. Explain the nature and purpose of organising. 4+6=10

Or

Discuss the process of selection. 10

5. Discuss various leadership styles. 10

Or

Discuss the objectives of controlling. Explain the essentials of a sound control system. 3+7=10

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**I/COM (ii)**

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( 1st Semester )

**COMMERCE**

Paper No. : BC-102

**( Business Organisation and Management )**

( PART : A—OBJECTIVE )

( Marks : 25 )

*The figures in the margin indicate full marks for the questions*

**SECTION—A**

( Marks : 10 )

1. Choose the correct answer and put the code in the brackets provided : 1×3=3

(a) The plans that provide the details of the strategic plans are

(i) tactical planning

(ii) sectional planning

(iii) operational planning

(iv) strategic planning

(       )

( 2 )

(b) The scalar principle of organisation is also known as

(i) Unity of Command

(ii) Chain of Command

(iii) Span of Management

(iv) Unity of Objective ( )

(c) The qualities demanded from the jobholder are called

(i) job specification

(ii) job description

(iii) skill inventory

(iv) job promotion ( )

2. Indicate *True (T)* or *False (F)* by a tick (✓) mark :

1×3=3

(a) It is the managers at the lower levels, who deal directly with the operative employees that perform the direction functions.

( T / F )

( 3 )

- (b) Contingent approach rejects the universality of management concept and it appeals to common sense.

( T / F )

- (c) Hygiene factors provide no motivation to employees.

( T / F )

3. Fill in the blanks :

1×4=4

- (a) ..... is an organisation exclusively owned and managed by a single person.

- (b) Elton Mayo conducted the ..... studies to study the human element in organisation.

- (c) The two-factor theory of motivation is proposed by .....

- (d) ..... barriers to communication arise when words have different meanings for different people.

( 4 )

SECTION—B

( Marks : 15 )

4. Write short notes on the following in not more than  
5 sentences each : 3×5=15

(a) Organisational goals



( 5 )

(b) Systems approach to management

( 6 )

(c) Decision making



( 7 )

(d) Departmentation

( 8 )

(e) Hierarchy of needs

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