

TILAK MAHARASHTRA VIDYAPEETH, PUNE
MASTER OF COMMERCE (M.COM.)
EXAMINATION : DECEMBER - 2022
FIRST SEMESTER

Sub: Principles of Management and Management Information System (MIS) (MCC-112)

Date: 6/12/2022

Total marks: 100

Time: 10.00 am to 1.00 pm

Instruction: All questions are compulsory.

Q. 1. Answer the following questions. (Attempt any two) (30)

1. Explain the 14 Principles of Management.
2. Explain the Merits of Scientific Management
3. Explain the Barriers of Communication.
4. Explain Maslow's Need of Hierarchy theory.

Q.2 Answer the following questions. (Attempt any three) (30)

1. Describes the main functions of Management.
2. Explain the importance of MIS.
3. Explain the nature of Planning
4. Explain the qualities of Leadership.
5. Explain the Principles of Direction.

Q.3 Write short notes. (Attempt any four) (20)

1. Levels of Management
2. Principles of Directing
3. Importance of Delegation
4. Leadership
5. Barriers in Communication
6. Advantages of Centralization

Q.4A. Answer in one Sentence (Attempt any five) (10)

1. What is Performance Appraisal?
2. Define Communication
3. Define Leadership
4. Define Staffing
5. Who is the Father of the Management?
6. Define PERT
7. Define Forecasting.

Q.4B. Select the correct Alternatives (Attempt any ten)

(10)

1. A ----- is a planning and controlling devices.
 - a) Direction
 - b) Budget
 - c) Communication
 - d) Money
 2. ----- Refers to the reply of the receiver
 - a) Feedback
 - b) Decoding
 - c) Idea
 - d) Encoding
 3. Leadership is a mean of -----.
 - a) Planning
 - b) Staffing
 - c) Direction
 - d) Forecasting
 4. A-----is made up of inputs processing, output and feedback or control.
 - a) System
 - b) operation
 - c) Software
 - d) data
 5. ----- is the basis for every decision taken in an organization.
 - a) Information
 - b) Data
 - c) System
 - d) MIS
 6. In all organization ----- are guided by rules and procedure.
 - a) Employees
 - b) Directors
 - c) Human resources
 - d) Department head
 7. Management can be called as a process of ----- activities.
 - a) Function
 - b) Organized
 - c) None
 - d) Process
 8. Manager at all levels perform the same ----- function.
 - a) Visible
 - b) Different
 - c) None
 - d) Basic
 9. Control is fundamental ----- function.
 - a) Managerial
 - b) Business
 - c) Dynamic
 - d)Correct
 10. A----- is the planning and controlling devices.
 - a) Budget
 - b) Money
 - c) Communication
 - d)Direction
 11. Manager at all level perform the same basic-----
 - a) Objective
 - b) Information
 - c) Regulation
 - d) Rule
 12. ----- is the process of exchange of the information between two or more person to reach common understanding.
 - a) Direction
 - b) Communication
 - c) Controlling
 - d) Staffing.
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