

TILAK MAHARASHTRA VIDYAPEETH, PUNE
BACHELOR OF COMPUTER APPLICATIONS (B.C.A.)
EXAMINATION: JUNE- 2022
SEMESTER - II

Sub: Principles and Practice of Management-I (PPM-I) (BCA –244-18/BCA-244-20)

Date : 24/06/2022

Total Marks : 60

Time: 2.00 pm to 04.30 pm

Instructions:

1. All questions are compulsory unless and otherwise stated.
2. Bold figures to the right of every question are the maximum marks for that question.
3. Candidates are advised to attempt questions in order.
4. Answers written illegibly are likely to be marked zero.
5. Use of scientific calculators, Log tables, Mollier Charts is allowed.
6. Draw neat and labeled diagrams wherever necessary.

Q.1. Fill in the blanks.

(5)

1. To manage is to forecast and plan, to organize, to compound, to co-ordinate and to control. This definition
 - a) Henry fayol
 - b) Terry
 - c) Peter ducker
 - d) Allan
2. Pioneer of Human Relations is _____.
 - a) Peter Drucker
 - b) Taylor
 - c) Fayol
 - d) Elton mayo
3. Every subordinate should receive orders from and be accountable to only one superior is _____.
 - a) Unity of command
 - b) Scalar chain
 - c) Directing
 - d) Controlling
4. Henry Fayol laid down _____ principles of management.
 - a) 12
 - b) 13
 - c) 14
 - d) 15
5. Goals, aims, purposes, missions and target is also known as _____.
 - a) Rules
 - b) Strategies
 - c) Policies
 - d) Objectives

Q.2. State True/False

(5)

1. Authority and responsibilities are 2 sides of one coin
2. Management principles are universal in nature
3. Forecasting is a mealy guesswork
4. The first and foremost function of management is controlling
5. Authority is power to make decision

Q.3. Answer the following in short. (solve any 5) (10)

1. Explain the term “Esprit de corps”
2. What is division of work?
3. Define the term management.
4. Differentiate between minor and major decisions.
5. Explain the term controlling.
6. What is motivation?
7. Write 2 advantages of line organization.

Q. 4. Answer the following in detail. (Solve any 6) (30)

1. Explain management as a profession.
2. Define the term policies and budget.
3. What is scientific management?
4. What are the advantages and limitations of forecasting?
5. Write 4 advantages and disadvantages of matrix organization
6. Write short note on delegation of authority.
7. Write the short note on functional foremanship

Q. 5. Answer the following in detail. (Solve any 1) (10)

1. Explain the nature and objectives of planning.
 2. What is MBO? Explain the process of MBO
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