

NOVEMBER/DECEMBER 2019

BIM51 — PRINCIPLES OF MANAGEMENT

Time : Three hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Define Management.
2. What is span of control?
3. Write a short note on 'Organizing'.
4. What do you mean by controlling?
5. Who is father of scientific management?
6. What are the essential skills needs for the manager?
7. What is campus interview?
8. What are the personality tests?
9. State the job enrichment.
10. Write a note on training.

SECTION B — (5 × 5 = 25 marks)

Answer ALL questions.

11. (a) Distinguish between management and administration.
Or
(b) Describe the various advantages of planning.
12. (a) Explain the different methods of directing.
Or
(b) Briefly point out the relationship between planning and control.
13. (a) Enumerate the qualities of leadership.
Or
(b) State the essential functions of a manager.
14. (a) Distinguish between recruitment and selection.
Or
(b) Explain and role of technical skills management.
15. (a) Explain the various on the job training methods.
Or
(b) Bring the list of merits of incentives.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Explain the F. W. Taylors scientific management.
17. Explain the committee organization. What are the merits and demerits of committee organization.
18. Discuss the various roles and functions of a manager.
19. State the various influencing motivation.
20. Elaborate the steps involved in selection procedure.