



Name :
Roll No. :
Invigilator's Signature :

CS/BHSM/SEPARATE SUPPLE/SEM-6/HPM-607/2011

2011

PRINCIPLES OF MANAGEMENT

Time Allotted : 3 Hours

Full Marks : 70

The figures in the margin indicate full marks.

*Candidates are required to give their answers in their own words
as far as practicable.*

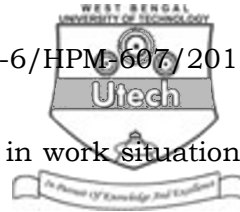
GROUP – A

(Multiple Choice Type Questions)

1. Choose the correct alternatives for the following : $10 \times 1 = 10$
 - i) Rumour is a product of interest and
 - a) decoding
 - b) illusion
 - c) ambiguity
 - d) none of these.
 - ii) Attaching meaning to the received message is called
 - a) ambiguity
 - b) decoding
 - c) barriers
 - d) communication.
 - iii) Downward pushing of authority to make decisions is known as
 - a) responsibility
 - b) power
 - c) authority
 - d) delegation of authority.



- iv) _____ is the beginning of the process
- a) Organizing b) staffing
- c) controlling d) planning.
- v) This approach is also called "Management science approach"
- a) Quantitative Approach
- b) Systems Approach
- c) Contingency Approach
- d) None of these.
- vi) The art of getting things done through people is called
- a) Planning b) Directing
- c) Management d) Innovation.
- vii) Some people believe that the best ideas always come from brain-stealing and not from
- a) incubation b) brain storming
- c) both of these d) none of these.
- viii) Forecasting is done by
- a) every manager b) staff people
- c) planning process d) none of these.



- ix) The management of interdependence in work situations is
- a) coordination b) planning
- c) organizing d) cooperation.
- x) Management is
- a) science b) arts
- c) both a & b d) none of these.

GROUP – B

(Short Answer Type Questions)

Answer any *three* of the following. $3 \times 5 = 15$

2. Discuss the need and importance of coordination
3. "Decision-making is the primary task of a manager". Comment.
4. "Leaders are not born but made." Discuss
5. Describe the function of a leader.
6. What is communication ? Describe its various forms.

GROUP – C

(Long Answer Type Questions)

Answer any *three* of the following. $3 \times 15 = 45$

7. Explain the principles of effective communication



8. Write short notes on
 - a) barriers of communication
 - b) characteristics of grapevine
 - c) formal communication.
 9. "Management is getting things done through others."
Elaborate
 10. Mention the process of a complete Management
 11. What is the nature and purpose of planning ? Explain the advantages and limitations of planning.
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