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(21121) Roll No. ....  
B.B.A.-I Sem.

## 18041 (CV-II)

### B.B.A. Spl. and Back Paper

Examination, Nov.-2021

#### FUNDAMENTALS OF MANAGEMENT

(BBA-106)

Time : 1½ Hours ] [Maximum Marks : 75

**Note :** Attempt all the Sections as per instructions.

#### Section-A

##### (Very Short Answer Type Questions)

**Note :** Attempt any **two** questions. Each question carries 7.5 marks. Very short answer is required not exceeding 75 words.  $2 \times 7.5 = 15$

1. What is Supervision?

2. Write the meaning of delegation of authority.
3. Explain the principle of unity of command.
4. Define the principle of Departmentation.
5. Write the meaning of Directing in management.

#### Section-B

##### (Short Answer Type Questions)

**Note :** Attempt any **one** question out of the following three questions. Each question carries 15 marks. Short answer is required not exceeding 200 words.  $1 \times 15 = 15$

6. Discuss the significance of management.
7. What is motivation? Explain the importance of motivation.

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8. 'There should be parity between authority and responsibility. Explain.

### **Section-C**

#### **(Long Answer Type Questions)**

**Note :** Attempt any **two** questions out of the following five questions. Each question carries 22.5 marks. Answer is required in detail.  $2 \times 22.5 = 45$

9. 'Management is art or science or both.' Explain.
10. What do you understand by decision making? Describe the process of decision making.
11. What do you mean by organisation? Discuss various forms of organisation?
12. What is Communication? Explain the characteristics of a good communication.

13. Define controlling. Explain the principles of controlling.