N.A

BRAINWARE UNIVERSITY

Term End Examination 2023
Programme – B.Sc.(OTT)-2021
Course Name – Principals of Management
Course Code - BOTTC401
(Semester IV)

Full Marks : 60 **Time : 2:30 Hours**

[The figure in the margin indicates full marks. Candidates are required to give their answers in their own words as far as practicable.]

Group-A

(Multiple Choice Type Question) 1 x 15=15

1. *Choose the correct alternative from the following :*

(i) What is the primary goal of efficiency management

a) To reduce costs b) To increase profits
c) To optimize resources d) To improve customer satisfaction

(ii) What is the process of establishing a time sequence for the work

a) objective b) schedules
c) procedures d) budgets

(iii) Which of the following is a common consequence of poor time management

a) Increased productivity b) Decreased stress
c) Missed deadlines d) Improved work-life balance

(iv) Which time management technique involves breaking tasks down into smaller, more manageable pieces

a) Goal setting b) Prioritization
c) Procrastination d) Chunking

(v) What is the right to give orders and power to obedient known as

a) Responsibility b) Accountability
c) Authority d) Delegation

(vi) What is the process of sharing authority by superior to subordinate called

a) Delegation b) Accountability
c) Centralization d) Responsibility

(vii) Which of the following is NOT an effective time management technique

a) Multitasking b) Time blocking
c) Prioritization d) Delegation

(viii) Which of the following is not a function of management

a) Planning b) Staffing
c) Co-operation d) Controlling

(ix) Select the right op on to describe what Management is _____.

a) An art
b) A science
c) Both art and science
d) Neither

(x) Recall Policy formulation is the function of which level of Management

a) Top level management
b) Middle level management
c) Operational management
d) All of these

(xi) How are principles of management formed

a) In a laboratory
b) By experiences of management
c) By experiences of customers
d) By propagation of social scientists

(xii) Match the right answer-Henry Fayol was a

a) Social scientists
b) Accountant
c) Mining engineer
d) Production engineer

(xiii) What expresses the relationship of applicant inputs to outputs at various decision points

a) Number of contacts
b) Yield Ratios
c) Type of contacts
d) Technological sophistication

(xiv) Select the first and foremost function of management

a) planning
b) organizing
c) controlling
d) coordination

(xv) What is right term indicating the purpose and the aim for which the organization is set up and operate

a) Objective
b) Strategy
c) Policy
d) Procedure

Group-B

(Short Answer Type Questions) 3 x 5=15

2. Predict some common sources of stress (3)
3. Report some examples of cost efficiency measures that can be implemented in various industries (3)
4. Enumerate on how organizations support their employees' time management (3)
5. Explain decision tree analysis and its use while making decisions (3)
6. Explain Laissez-faire Style of Leadership (3)

OR

Determine 2 Potential benefits and 2 probable limitations of Laissez-faire Style of Leadership (3)

Group-C

(Long Answer Type Questions) 5 x 6=30

7. With the help of flowchart, show and explain the steps taken for decision-making (5)
8. Cite the importance of cost efficiency for successful and effective style of management (5)
9. Identify the qualities that a manager must possess to manage time effectively (5)
10. "This leader consults and invites his subordinates to participate in the decision-making process". Interpret the statement to determine the style/nature of leadership hinted in the statement (5)
11. In the words of Peter F Drucker - "Good leadership is a must for the success of a business but the business leaders are the scarcest resources of any enterprise". In relation with the statement, articulate the importance of leadership in an organization (5)
12. Explicitly enumerate the functions of management (5)

OR

Recall all the levels of management using a schematic figure (5)

****