Roll No…….. **Total No. of Printed Pages: 1**

Total No. of Questions: [09]

Integrated Dual Degree B.Com-M.Com (Semester – 1st)
FUNDAMENTALS OF MANAGEMENT
Subject Code: BMCMS1101
Paper ID: [21410101]

Time: 03 Hours **Maximum Marks: 60**

Instruction for candidates:

1. Section A is compulsory. It consists of 10 parts of two marks each.
2. Section B consist of 5 questions of 5 marks each. The student has to attempt any 4 questions out of it.
3. Section C consist of 3 questions of 10 marks each. The student has to attempt any 2 questions.

Section – A **(2 marks each)**

Q1. Attempt the following:

a) Functions of a manager
b) Types of plans
c) MBO
d) Difference between centralization and decentralization
e) Define span of control
f) Nature of management
g) Define Staffing
h) Write Importance of organizing
i) What is Systems approach
j) Enlist the Process of decision making

Section – B **(5 marks each)**

Q2. Write a detailed note on Scientific Management.
Q3. Define organizing. What is the process of organizing?
Q4. What is the contribution of Abraham Maslow to management?
Q5. List down the various steps in the process of MBO.
Q6. What is the nature and importance of staffing?

Section – C **(10 marks each)**

Q7. What do you mean by Planning? What are the steps involved in planning with significance.
Q8. Highlight the importance of delegation. Also state the factors affecting delegation.
Q9. Discuss in process and various techniques of controlling in detail.