

2202M041

MASTER OF VOCATION
Management HRM
Subject: Fundamentals of Management
Subject Code: MGM807
Semester: First
February, 2022
Theory (External): 70 Marks
Time: 03 Hours

Instructions to the Students

1. This Question paper consists of two Sections. All sections are compulsory.
2. Section A comprises 10 questions of objective type in nature. All questions are compulsory. Each question carries 2 marks.
3. Section B comprises 8 essay type questions out of which students need to do any 5. Each question carries 10 marks.
4. Read the questions carefully and write the answers in the answer sheets provided.
5. Do not write anything on the question paper.
6. Wherever necessary, the diagram drawn should be neat and properly labelled

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SECTION -A (OBJECTIVE TYPE QUESTIONS)
(10x2=20 Marks)

- A) Authority Vs Reasonability.
- B) Distinguish between Management and Administration.
- C) List out the functions of Top Level Management.
- D) Explain span of control in brief.
- E) What are the Responsibilities of Low level management?
- F) What are Strategic decisions?
- G) Write down the Meaning of Directing.
- H) Explain Organisation structure?
- I) What do you mean by controlling?
- J) Define ego state of personality.

SECTION -B (ESSAY TYPE QUESTIONS)
(5x10=50 Marks)

1. What do you mean by Management? What are the various levels of Management? Explain in detail.
2. What is planning? What is the Nature, Scope and Objectives of planning? Explain in detail the planning process.

3. Explain in detail the System and Contingency approach to Management.
4. What is communication? Explain the process of communication. What are the different barriers of communication?
5. Explain in detail the theories by:-
 - a) Elton Mayo
 - b) Henry Fayol
6. Explain the concept of Leadership. Discuss various styles of Leadership with example.
7. Define Motivation. Explain the Maslow's Theory of Motivation and its Application.
8. Explain the process of decision making. What are the various types and techniques of decision- making?

*****END OF PAPER*****