

DISTANCE EDUCATION  
B.B.M. DEGREE EXAMINATION, DECEMBER 2009.  
MANAGEMENT PRACTICE

Time : Three hours

Maximum: 100 marks

PART A — (5 × 8 = 40 marks)

Answer any FIVE questions about 200 words each.

All questions carry equal marks.

1. Define Management and give the functions of Management.
2. Write down the contributions of F.W. Taylor.
3. What is Planning and explain the types of Plan?
4. Define Decision Making and state its importance.
5. Write a note on Span of Management.
6. What is Delegation of Authority and give its advantages?
7. Differentiate Recruitment from Selection and state the sources of Recruitment.
8. Define Motivation and enlist its importance.

PART B — ( $4 \times 15 = 60$  marks)

Answer any FOUR questions about 400 words each.

All questions carry equal marks.

9. Explain the role to be played by a Manager of a Bank in India.
  10. Narrate the contributions of Henry Fayol.
  11. Brief on the nature, importance and limitations in planning.
  12. Differentiate Formal and Informal Organization and state their merits and demerits.
  13. What are the methods of Training followed by Banks in India?
  14. Discuss on the process and different forms of Communication.
  15. Differentiate
    - (a) Responsibility Accounting from Human Resource Accounting and
    - (b) PERT from CPM.
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