

DISTANCE EDUCATION

B.B.M. DEGREE EXAMINATION, MAY 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. Discuss the nature and importance of management.
2. What are the merits and demerits of scientific management?
3. What are the important characteristics of planning?
4. What are the characteristics of a good policy?
5. What are the merits and demerits of informal organisation?
6. Distinguish between Centralisation and Decentralisation.
7. Distinguish between direction and supervision.
8. What are the various stages in Selection?

PART B — (4 × 15 = 60 marks)

Answer any FOUR questions about 400 words each.

All questions carry equal marks.

9. Discuss the main elements of Taylor's Scientific Management.
 10. Describe the Functions of Management.
 11. Discuss the major steps in the process of planning.
 12. What are the various methods of evaluation of alternatives?
 13. Describe the objectives, merits and demerits of Budgeting.
 14. Enumerate the principles of a good organisation.
 15. Discuss the process of Manpower planning.
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