

DISTANCE EDUCATION

B.B.M. DEGREE EXAMINATION, MAY 2008.

MANAGEMENT PRACTICE

Time : Three hours

Maximum : 100 marks

PART A — (6 × 5 = 30 marks)

Answer any SIX questions not exceeding 1 page each.

All questions carry equal marks.

1. Cent line the different levels of management.
2. What are objectives?
3. What is tactical plans?
4. Describe programmed decisions.
5. Discuss the difference between formal and informal organisations.
6. What are the advantages of a decentralised structure?
7. What do you understand by on the job training?
8. Explain the concept of 'job rotation'.
9. Briefly explain the techniques of controlling.

PART B — (5 × 14 = 70 marks)

Answer any FIVE questions not exceeding 3 pages each.

All questions carry equal marks.

10. Examine the concept, nature, scope and significance of management.
11. Outline the main features of the systems school of management.
12. “Planning and controlling are the Siamese twins of management”-Discuss.
13. What is decision making? Examine the process of decision making.
14. How do you organise organisation? Illustrate and explain them.
15. Examine the recruitment and selection practices of Indian banks.
16. Illustrate and explain the process of communication. What are the principles of effective communication?
17. What are traits and functions of a leader? Examine the different types of leadership styles.
18. Explain the concept of responsibility accounting.
