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Total No. of Pages : 02

Total No. of Questions : 18

BTTM (2018 Batch) (Sem.-3)
PRINCIPLES OF MANAGEMENT
Subject Code : BTTM-302-18
M.Code : 76795

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTIONS TO CANDIDATES :

1. **SECTION-A** is **COMPULSORY** consisting of **TEN** questions carrying **TWO** marks each.
2. **SECTION-B** contains **FIVE** questions carrying **FIVE** marks each and students have to attempt any **FOUR** questions.
3. **SECTION-C** contains **THREE** questions carrying **TEN** marks each and students have to attempt any **TWO** questions.

SECTION-A

Write briefly :

1. Define Management.
2. What is forecasting?
3. Define Objectives.
4. What is Manpower planning.
5. Differentiate between policy and procedure.
6. Define decision making.
7. Define organizing?
8. What is communication?
9. Define Leadership.
10. What is Training?

SECTION-B

11. Pen down the functions of management.
12. Discuss the various patterns of organization.
13. Pen down the various techniques of controlling.
14. Discuss the various types of communication.
15. Discuss the importance and functions of leaders.

SECTION-C

16. Define planning. Discuss the importance, process, need, types and levels of planning.
17. Pen down the need and various techniques of Forecasting.
18. Discuss the various stages of evolution of management in detail.

NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.