

Bharati Vidyapeeth's
Institute of Computer Applications and Management
A-4, Paschim Vihar, New Delhi-63

MCA-FIRST Semester, Model Question Paper I

Paper Code: MCA -109 **Subject: Principles and Practices of Management**

Time: 3 Hours

Maximum Marks: 75

Note: Attempt FIVE questions in all. Question No. 1 is compulsory and attempt one question from each unit.

UNIT - I		
1.	Answer all the following questions briefly:-	2.5 x 10 = 25
(a)	Explain the Contemporary or current Issues in Planning?	
(b)	Write short note on "Approaches for Improving Motivation".	
(c)	"Management is considered as Multi-disciplinary subject". Comment.	
(d)	Illustrate the concept of On-the-Job training and Off-the-job training.	
(e)	Write short note on "Decisions by intuition".	
(f)	Explain the concept of 'Narrow and Wide span of control' with suitable example.	
(g)	Distinguish between formal and informal communication.	
(h)	Explain Levels of management.	
(i)	The fundamental functions of management are universal. They are applicable to all situations." Discuss.	
(j)	Distinguish between formal and informal communication.	
UNIT - I		
2.	(a) Discuss the neo-classical theory of organization. What are the findings of Hawthorne experiments?	6
	(b) Explain the Concept of Business Ethics and Social Responsibility. "In Indian organization, the social responsibilities are more in theory than in practice." Do you agree with this statement? Explain.	6.5
3.	(a) List the contributions of Fayol towards Management.	6
	(b) Briefly explain various managerial skills.	6.5
UNIT - II		
4.	(a) Highlight the merits and demerits of centralization and decentralization with examples.	6
	(b) Explain the Process of decision making with neat diagram and Barriers in decision making.	6.5
5.	(a) Discuss the concept of departmentation? Discuss in detail about the different strategies adopted in departmentation?	6
	(b) Point out the difference between planning and forecasting and explain the various steps involved in planning process.	6.5
UNIT - III		
6.	(a) Illustrate the concept of training? How is it different from development?	6
	(b) Distinguish between hygiene factors and motivation factors. To what extent is Herzberg's theory of motivation useful in practical management?	6.5
7.	(a) Explain the significance of performance appraisal? What are the different methods of performance appraisal?	6

	(b)	Define system approach to staffing? How is it important to an organization? Discuss how every manager is responsible for staffing.	6.5
UNIT - IV			
8.	(a)	Clearly explain the concept of Total Quality Management (TQM).	6
	(b)	Why are organizational changes often resisted by individuals and groups within the organization?	6.5
9.	Write short notes on the following:-		
	(a)	Discuss the process of control.	6
	(b)	Explain the important leadership styles.	6.5