

**LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034**

**B.Com. DEGREE EXAMINATION – CORPORATE SECRETARYSHIP**

**FIRST SEMESTER – NOVEMBER 2015**

**BC 1500 - BUSINESS MANAGEMENT**

Date : 10/09/2015  
Time : 09:00-12:00

Dept. No.

Max. : 100 Marks

**SECTION - A**

Answer ALL the questions

(10 x 2 = 20)

1. What are the different levels of management?
2. Define management.
3. What is a decision tree?
4. Write a short note on procedures.
5. What is meant by a organisation?
6. Give the meaning of span of management?
7. Bring out the purpose of directing.
8. What is communication
9. Define controlling.
10. State any two principle of coordination.

**SECTION – B**

Answer any FIVE questions

(5 x 8 = 40)

11. Explain the contribution of Elton Mayo to management thought.
12. Distinguish management from administration.
13. Explain the importance of planning.
14. What are the characteristics of Decision – making?
15. Explain the merits of decentralization.
16. Bring out the need for training.
17. Discuss Maslow’s theory of Motivation.
18. State the problems in co-ordination.

**SECTION – C**

Answer any TWO questions

(2 x 20 = 40)

19. Discuss the various functions of management.
20. Explain the steps involved in the planning process.
21. Discuss the problems in Delegation. Bring out the guidelines for effective delegation of authority.

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