



LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034

B.Com. DEGREE EXAMINATION – CORPORATE SECRETARYSHIP

FIRST SEMESTER – NOVEMBER 2017

17/16UBC1MC01 - BUSINESS MANAGEMENT

Date: 06-11-2017
Time: 01:00-04:00

Dept. No.

Max. : 100 Marks

SECTION-A

Answer ALL Questions:

(10x2=20)

1. Define management.
2. What do you mean by unity of command?
3. Write a note on long term planning.
4. Point out the importance of planning.
5. What is meant by informal organization?
6. What is meant by delegation?
7. What is job enrichment?
8. Define Motivation.
9. State the elements of control.
10. Mention the needs for co-ordination.

SECTION –B

Answer Any FOUR questions:

(4X10=40)

11. Explain the nature of management.
12. What are the characteristics of Decision- making?
13. Explain the importance of organization.
14. State the requisites of effective co-ordination.
15. Explain the purpose of direction.
16. What are the features of planning?
17. Discuss the X theory and Y theory of motivation.

SECTION –C

Answer any TWO questions:

(2X20=40)

18. Discuss the functions of management.
19. What are the steps involved in the process of Planning?
20. Explain the various stages involved in the selection of candidates for jobs.
21. Explain the styles of leadership.
22. Describe the various stages involved in the control process.

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