



LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034

B.Com. DEGREE EXAMINATION – CORPORATE SECRETARYSHIP

SECOND SEMESTER – APRIL 2017

BC 2502- BUSINESS MANAGEMENT

Date: 05-05-2017
Time: 01:00-04:00

Dept. No.

Max. : 100 Marks

PART- A

Answer **ALL** the questions:

(10 x 2=20)

1. Define management.
2. What are the three levels of management?
3. Give the meaning of strategy.
4. What are the repeated use plans?
5. Define adhoc committee.
6. What are the theories of motivation?
7. Define control.
8. What is hierarchy?
9. Mention the stages in control.
10. What are the elements of directing ?

PART- B

Answer any **FOUR** questions:

(4 x 10 =40)

11. Discuss the importance of management in the present day.
12. Explain non- financial incentives and their importance.
13. Describe various steps in the planning process.
14. Enumerate the basic requirements of good controlling.
15. Distinguish formal organization from informal organization.
16. Explain the barriers to effective communication.
17. Discuss the various methods of securing effective coordination. Suggest its remedial measures.

PART- C

Answer any **TWO** questions:

(2 x 20=40)

18. Briefly discuss the main elements of Taylor's scientific management.
19. Explain the basic characteristics of planning with suitable illustration.
20. Elaborate the functions performed by a leader.
21. Discuss about the various stages involved in the selection of candidates for jobs in an organization.
