



LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034

B.Com. DEGREE EXAMINATION – CORPORATE SECRETARYSHIP

FIRST SEMESTER – NOVEMBER 2016

16UBC1MC01 – BUSINESS MANAGEMENT

Date: 05-11-2016

Dept. No.

Max. : 100 Marks

Time: 01:00-04:00

PART-A

Answer ALL questions:

(10*2=20 Marks)

1. What is management?
2. Define planning.
3. What is meant by decentralization?
4. Write a note on informal organization.
5. What do you mean by coordination?
6. Define directing.
7. What is meant by budget?
8. What is fatigue study?
9. Define control.
10. Define motivation.

PART-B

Answer any FOUR questions:

(4*10=40 Marks)

11. Discuss the main characteristics of management.
12. Discuss briefly the general principles of management given by F.W. Taylor.
13. Explain the various steps to be followed in planning.
14. Distinguish between formal and informal organization.
15. Describe the neo-classical theory of organization.
16. Discuss Herzberg's theory of motivation.
17. "Coordination is the essence of management."- Discuss.

PART-C

Answer any TWO questions:

(2*20=40 Marks)

18. Explain the various steps in the selection of employees.
19. What is leadership? Explain briefly the theories of leadership.
20. Explain the major types of plans.
21. Explain the various approaches to management thought.

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