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Total Number of Pages : 01

**MAM**  
**IMB201**

**2<sup>nd</sup> Semester Back Examination 2017-18**  
**PRINCIPLES AND PRACTICES OF MANAGEMENT**  
**BRANCH : MAM**  
**Time : 3 Hours**  
**Max Marks : 70**  
**Q.CODE : C652**

**Answer Question No.1 which is compulsory and any five from the rest.**  
**The figures in the right hand margin indicate marks.**  
**Answer all parts of a question at a place.**

- Q1**      **Answer the following questions in brief :**      **(2 x 10)**
- a) What are the responsibilities of first-line managers ?
  - b) List the skills a manager needs to possess to be effective in his job ?
  - c) Outline the role of a figurehead ?
  - d) Explain what are the operative goals.
  - e) What does behavioural management perspective emphasize on ?
  - f) What do you understand by Organic organizational structure ?
  - g) How does Critical Incidents technique help in appraising performance ?
  - h) How Bureaucratic control is different from Clan control ?
  - i) State what is Formalization ?
  - j) Write down the techniques of effective communication.
- Q2**      What do you understand by the term organizational goals ? What are the different types of organizational goals ? Differentiate between mission and operative goals ?      **(10)**
- Q3**      What do you mean by systems approach to management ? Describe the systems approach and identify its various components.      **(10)**
- Q4**      How does planning done by a top executive differ from that performed by the supervisor ? Contrast formal planning with informal planning.      **(10)**
- Q5**      What are the environmental conditions that suit an organic organization ?      **(10)**
- Q6**      Explain what is Recruitment. How it is different from Selection ? Describe various selection procedures.      **(10)**
- Q7**      Discuss the steps in the control process. What are the problems that may be encountered in setting up a control system?      **(10)**
- Q8**      What do you mean by staffing ? What is the importance of proper staffing ? Explain short-term and long-term man-power planning.      **(10)**