

Roll No. ....

## **BBA-101(O)**

**B. B. A. (First Semester)  
EXAMINATION, Dec., 2013**

**(Old Course)**

**Paper First**

### **PRINCIPLES OF MANAGEMENT**

*Time : Three Hours ]*

*[ Maximum Marks : 75*

**Note : Answer all the five questions. All questions carry equal marks.**

1. Define management and steps involved in management.

*Or*

Explain the qualities and functions of a manager.

2. What do you understand by planning, types of planning and steps involved in planning ?

*Or*

Business forecasting is essential for a good business. Whether forecasting influence decision-making or not and how ?

3. MBO is essential in present competitive market. Define. Discuss steps involved in MBO.

*Or*

Define staffing and process of recruitment in a big company.

4. Define departmentation and factors influencing departmentation.

Or

What do you understand by span of management and factors influencing it ? Define delegation of authority.

5. Define motivation and any two theories of motivation. Discuss five motivating factors for employees.

Or

Define the following :

- (i) Process of control
- (ii) Decision-making process