

**B.Com. 1<sup>st</sup> Semester (Programme) Examination, 2020-21**

**COMMERCE**

**Course ID: 11218**

**Course Code: BCOMP/101C-1A**

**Course Title: Management Theory**

**Time: 2 Hours**

**Full Marks: 40**

**The figures in the margin indicate full marks.**

**Candidates are required to give their answer in their own words as far as practicable**

**1. Answer *any five* of the following questions: (2 x 5) = 10**

- a) What is Management?
- b) Define "Organisation".
- c) Mention two main advantages of Motivation.
- d) What is meant by Span of Control?
- e) How many levels are in management and what they are?
- f) What is the main objective of an Organization?
- g) What do you mean by Staffing.
- h) Give the definition of morale.

**2. Answer *any four* of the following questions: (5 x 4) = 20**

- a) Briefly discuss the functions of Management.
- b) Write a short note on MBO.
- c) What are the difference between Centralization and Decentralization?
- d) Is management a profession? Explain.
- e) Discuss the importance of Controlling.
- f) Mention any five features of leadership.

**3. Answer *any one* of the following questions:**

**(10x 1)= 10**

a) Discuss the different steps of a good control system.

b) Discuss the Herzberg's Two-Factor Theory.

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