

**C. ABDUL HAKEEM COLLEGE (AUTONOMOUS),
MELVISHARAM - 632 509.
SEMESTER EXAMINATIONS, NOVEMBER - 2018**

B.B.A., SEMESTER I

U18MBA101 – BUSINESS MANAGEMENT

Time: Three Hours

Maximum: 75 Marks

SECTION - A (10 X 2 = 20 Marks)

Answer ALL Questions.

1. What is management?
2. Who is a manager?
3. List out the types of planning.
4. Define Decision-making.
5. Define the Organization.
6. What is span of control?
7. Give a short note on the responsibility.
8. Define Delegation.
9. Give the definition of coordination.
10. What is meant by control?

SECTION - B (5 X 5 = 25 Marks)

Answer ALL Questions.

11. a) Explain the scope of the management.
(Or)
b) Describe the different levels of the management.

12. a) State the importance of planning.

(Or)

- b) What are the various types of decisions?

13. a) Distinguish between the formal and informal organization.

(Or)

- b) Explain the need for departmentation.

14. a) Identify the features of authority.

(Or)

- b) Mention the advantages of delegation.

15. a) Discuss the need for co-ordination.

(Or)

- b) Bring out the importance of controlling?

SECTION - C (3 X 10 = 30 Marks)

Answer ANY THREE Questions.

16. Explain the role and functions of manager in an organization.
17. Discuss the steps involved in planning process.
18. Analyze the different types of organization structure.
19. Describe the factors influencing the degree of decentralization.
20. Examine the various techniques of coordination.
