

**Roll No.**

**Total No. of Pages : 02**

**Total No. of Questions : 09**

**B.Com(Hons) (2018 & Onwards) (Sem.-1)**

# BUSINESS ORGANIZATION AND MANAGEMENT

**Subject Code : BCOM-101-18**

**M.Code : 75090**

**Time : 3 Hrs.**

**Max. Marks : 60**

### INSTRUCTIONS TO CANDIDATES :

1. **SECTION-A is COMPULSORY** consisting of **TEN** questions carrying **TWO** marks each.
2. **SECTION-B** consists of **FOUR** Sub-sections : Units-I, II, III & IV.
3. Each Sub-section contains **TWO** questions each, carrying **TEN** marks each.
4. Student has to attempt any **ONE** question from each Sub-section.

## SECTION-A

- 1. Write short notes on :**
- a) Staffing.
  - b) Administration.
  - c) MBO.
  - d) Ethical Dilemma.
  - e) Differentiate between Authority and responsibility.
  - f) Line and Staff Authority.
  - g) Morale and productivity
  - h) Autocratic Leadership.
  - i) Cost consideration.
  - j) Span of control.

## **SECTION-B**

### **UNIT-I**

2. Discuss various functions of management in detail.
3. *“Human relations approach weakens the role of management in achieving organisational goals”*. Comment.

### **UNIT-II**

4. Define Benefits and weakness of MBO.
5. Discuss various techniques of Decision-making.

### **UNIT-III**

6. Describe the meaning and nature of accountability.
7. Discuss various types and techniques of Co-ordination.

### **UNIT-IV**

8. *“Motivation is an instinct or inner urge to respond to a work situation”*. Explain.
9. What role does control play in modern management?

**NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.**