

Roll No.

Total No. of Pages : 02

Total No. of Questions : 07

B.Com. (Professional) (Sem.-1)
BUSINESS ORGANIZATION AND MANAGEMENT
Subject Code : BCOP-102
M.Code : 22002
Date of Examination : 12-01-23

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** contains **SIX** questions carrying **TEN** marks each and a student has to attempt any **FOUR** questions.

SECTION-A

- 1. Write short notes on the following :**
- a) Skills of management
 - b) Matrix organisation
 - c) Nature of planning
 - d) Business ethics
 - e) Principles of organising
 - f) Accountability
 - g) Line and staff relationship
 - h) In-depth interview
 - i) Motivational factors of Herzberg's theory
 - j) Types of control.

SECTION-B

2. What are the major limitations of planning? What action can be taken to make planning effective?
3. *'Decision making is the Primary Task of the manager.'* Discuss.
4. Discuss the various techniques of control.
5. Explain the various theories of motivation.
6. Discuss the various functions of management.
7. What are various styles in leadership? Which, according to you is the best style of leadership?

NOTE : Disclosure of identity by writing mobile number or making passing request on any page of Answer sheet will lead to UMC case against the Student.