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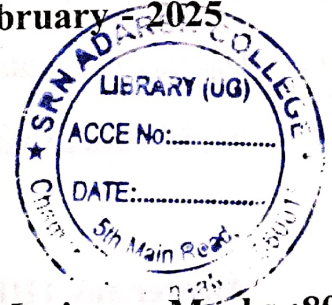
SEP 21/1/25 930
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Reg. No.

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I Semester B.B.A. Degree Examination January/February 2025

Business Administration
Principles of Management
(SEP Scheme Freshers only)



Time : 3 Hours

Maximum Marks :80

Instruction to Candidates:

Answer to be written only in English only.

SECTION-A

Answer any Five of the following questions. Each questions carries 2 marks.

(5×2=10)

1. a) What is administration?
- b) Give the meaning of budgeting
- c) Define Planning.
- d) What is formal organization?
- e) What do you mean by virtual organization?
- f) What is autocratic leadership?
- g) What do you mean by unity of command?
- h) Expand PERT and CPM.

SECTION-B

Answer any Four of the following questions. Each question carries 5 marks.

(4×5=20)

2. Explain the characteristics of management.
3. Explain the significance of planning .

[P.T.O.]



(2)

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4. Differentiate between formal and Informal organisation.
5. Briefly explain the importance of directing.
6. Discuss the features of motivation.
7. Explain briefly the requests for co-ordination.

SECTION-C

Answer any **THREE** questions. Each question carries 15 marks.

(3×15=45)

8. Define Management. Explain in detail the various functions of management.
9. As a manager of any business enterprise, What steps do you adopt in planning process?
10. What do you mean by formal organisational structure? Explain its types in detail.
11. Write a short note on the following:
 - a) Maslow's need hierarchy theory
 - b) Herzberg's hygiene theory
12. Define controlling. Discuss in detail the essentials of an effective control system.

SECTION-D

(Skill Development question)

Answer the following question carries 5 marks

(1×5=5)

13. Compare the different types of leadership styles.