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Reg. No. : .....

Name : .....

**First Semester M.A. Personal Management Examination, Feb. 2010  
(New Scheme)**

**Paper – II : PM 212 : PRINCIPLES OF ORGANISATION AND  
MANAGEMENT**

Time: 3 Hours

Max. Marks: 75

**PART – I**

Answer **any five** questions. All carry **equal** marks. Answer should **not** exceed **300** words **each**.

1. Briefly describe the process of communication.
2. Write a short note on various managerial knowledge and skills.
3. What do you mean by span of control ? As a manager do you prefer wide or narrow span.
4. Write short note on decision making process.
5. Describe briefly on management audit.
6. Briefly explain about Alderfer's ERG theory.
7. Outline the importance of controlling function.
8. Expalin about the various leadership styles.

**PART – II**

Answer **any three** questions. All carry **equal** marks. Answer should **not** exceed **1200** words **each**.

9. Explain in detail about the principles of management propounded by Henri Fayol. Explain how today's managers use these principles.

**P.T.O.**



- 10. What is the concept of planning as an element of management process ? Discuss its role in present day business organizations.
- 11. Mention about the major managerial challenges of 21<sup>st</sup> century. How can managers successfully handle these challenges ?
- 12. Briefly differentiate delegation of authority and decentralization of authority.
- 13. Why is organising important ? Describe the ways that managers can departmentalize their work.

PART - I

Answer any five questions. All carry equal marks. Answer should not exceed 300 words each.

- 1. Briefly describe the process of communication.
- 2. Write a short note on various managerial knowledge and skills.
- 3. What do you mean by span of control ? As a manager do you prefer wide or narrow span.
- 4. Write short note on decision making process.
- 5. Describe briefly on management audit.
- 6. Briefly explain about Alderfer's ERG theory.
- 7. Outline the importance of controlling function.
- 8. Explain about the various leadership styles.

PART - II

Answer any three questions. All carry equal marks. Answer should not exceed 1500 words each.

- 9. Explain in detail about the principles of management propounded by Henri Fayol. Explain how today's managers use these principles.