



Reg. No. : .....

Name : .....

**First Semester M.A. Degree Examination, February 2011**

**Branch : Personnel Management**

**P.M. 2.1.2 : PRINCIPLES OF ORGANIZATION AND MANAGEMENT**

Time : 3 Hours

Max. Marks : 75

**PART – I**

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

1. What are the different functions of management ?
2. Write a note on the contribution of Henry Fayol to management.
3. What are the steps in planning ?
4. What are the different forms of departmentation ?
5. Distinguish between authority, responsibility and accountability.
6. Write a note on the different approaches to leadership.
7. Describe any two content theories of motivation.
8. Explain the communication process.

**(5×6=30 Marks)**

**PART – II**

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

9. Write a note on the evolution of management thought.
10. Write a note on the importance of organizational structure and the advantages and disadvantages of different types of structures.
11. What are the different ways in which you can motivate the employees in an organization ?
12. What are the barriers to effective communication and how can you overcome these ?
13. What are the methods used for effective controlling in an organization ?

**(3×15=45 Marks)**

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