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D.K.M.COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1
SEMESTER EXAMINATIONS
NOVEMBER - 2016
ALLIED: PRINCIPLES OF MANAGEMENT

15CAIS1A

Time : 3 Hrs**Max.Marks : 75****SECTION-A (10 x 2 =20)****Answer ALL the questions.**

1. What is management?
2. Give any Three Advantages of Planning.
3. What is Programme?
4. What is a method?
5. Define the word 'Authority'.
6. What is staffing?
7. What is PERT?
8. What is vestibule Training?
9. Explain the Democratic Leadership.
10. What is Informal Organisation?

SECTION-B (5 x 5 =25)**Answer any FIVE of the following questions.**

11. Describe the Level of Management.
12. What are the Characteristics of Planning?
13. What are the Factors Determining Organizational Structure?
14. Distinguish Clearly Between Line and Staff Authority.
15. Explain different styles of Leadership.
16. Define decision making. Explain the Process of Decision Making.
17. Explain the Essentials Elements of Effective Communication.
18. State the Characteristics of Control.

SECTION-C (3 x 10 =30)**Answer ALL the questions.**

19. (a) What are the Features of Management?
(Or)
(b) What are the Various Steps Necessary for Effective planning?
20. (a) State the Different Methods of Planning.
(Or)
(b) Explain the Importance of Staffing.
21. (a) Explain the various Steps in the Selection of Employees.
(Or)
(b) Explain Modern Control Techniques.

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