

CERTIFICATE IN NGO MANAGEMENT

Term-End Examination

December, 2012

01669

BMS-002 : MANAGEMENT FUNCTIONS

Time : 2 hours

Maximum Marks : 50

*Note : Attempt **any five** questions. All questions carry equal marks.*

1. (a) How would you distinguish between a trust and a society ? Give examples of each. 5
(b) What is implied by the terms 'Charitable Purpose' and 'Religious Purpose' ? 5
2. Outline the sequence of accounting processes that have to be followed from the time that a business transaction occurs, till the preparation of final accounts. 10
3. What is Sales Promotion ? Discuss some means commonly employed for the purpose of sales promotion, giving examples of each. 10
4. Non-formal and adult education are two imperatives for the development of the nation. What role can Non-Government Organizations (NGOs) play towards this objective ? 10

5. (a) When constructing a project network, what are the important rules to be borne in mind ? 5
- (b) Explain the terms (in the context of project network construction) : 5
- (i) Activity
 - (ii) Event
 - (iii) Float
 - (iv) Dummy
 - (v) Critical Activity
6. In what ways can computer software be useful in assessing project performance ? Discuss any one software package available for the purpose. 10
7. What are the important aspects of a project proposal ? Why is financial forecasting important for preparation of a project proposal ? 10
8. Why is it important for a successful NGO to focus on generation of income from internal sources ? 10
-