

**MASTER OF BUSINESS ADMINISTRATION
(MBAEV)**

Term-End Examination

00975

December, 2014

MCN-035 : PRINCIPLES OF MANAGEMENT

Time : 3 hours

Maximum Marks : 100

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

1. (a) Critically examine the evolution and growth of management system in India. 10
(b) Describe the qualities of a good personnel manager. Point out the difference between traditional personnel management function and HRD. 10
2. (a) What is personnel planning ? What are its components ? 10
(b) What are the various steps in policy formulation and administration ? 10
3. (a) Is decision-making necessary for our managers ? Comment. 10
(b) Discuss the different theories of decision-making. 10

4. (a) What are the characteristics of a good personnel department ? 10
(b) What are Line and Staff functions ? 10
5. (a) What is delegation ? Comment upon its necessity. 10
(b) What is staffing ? Explain its various steps. 10
6. (a) What is performance appraisal ? Discuss the steps involved. 10
(b) What are the limitations of appraisal methods ? How can these be overcome ? 10
7. (a) What do you mean by communication ? What purpose does it serve ? 10
(b) Describe the process of an effective communication needed for a healthy organisation. 10
8. Write comprehensive notes on any **two** of the following : $2 \times 10 = 20$
(a) Controlling Techniques and Methods
(b) Personnel Audit
(c) Management by Objectives
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