

**BACHELOR IN INFORMATION TECHNOLOGY
(BIT)****Term-End Examination****December, 2011****CSI-21 : COMPUTER MANAGEMENT***Time : 3 hours**Maximum Marks : 75*

Note : *There are two sections in this paper. Section - A is Compulsory. Answer any three questions from Section - B*

SECTION - A

1. State *True/False* for the following : 1x5=5
- (a) Job evaluation is a comparative process.
 - (b) Placement is the determination of the job for which a selected candidate is best suited and assigning that Job to him/her.
 - (c) Psychomotor test is done to measure a person's general skills.
 - (d) Stress interview is done to test the individuals performance in group.
 - (e) The social needs influence the work behaviour of people.
2. What is Behavioural Anchored Rating Scales (BARS) ? Explain BARS procedure in detail. 12

3. (a) What is Performance Appraisal (PA) ? 8
Explain with an example how PA is an organisational Event.
- (b) What is a budget ? Explain two basic classes 5
of budget.

SECTION - B

4. Explain the issues faced by a manager in managing people and activities with a suitable example. 15
5. (a) Explain formal organization in detail. Also explain how it is different from informal organization ? 10
(b) Write basic qualities of a good interview. 5
6. (a) Describe the relationship between social needs and productivity of an organization. 10
(b) What is organizational chart ? Draw an organizational chart for an advertising company. 5
7. Write short note on following : 3x5=15
(a) Rolling Budget
(b) Strategic Planning
(c) Induction Program in IT Company.
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