



**DCV-161100010104** Seat No. \_\_\_\_\_

**B. B. A. (Sem. I) Examination**

**August - 2022**

**Fundamentals of Management**

Time :  $2\frac{1}{2}$  Hours]

[Total Marks : 70

- Instructions :** (1) Each question carries equal weightage.  
(2) Write any four.

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|----|---|------|
| 1  | What is management ? Explain management as art and science.                                   | 17.5 |
| 2  | Define management and explain its characteristics.  | 17.5 |
| 3  | What is planning ? Describe planning process.   | 17.5 |
| 4  | Define planning and explain types or components of plan.                                      | 17.5 |
| 5  | Define organizing and give brief idea of situational factor affecting organization structure. | 17.5 |
| 6  | Briefly discuss elementary idea of forms of organization structure.                           | 17.5 |
| 7  | Give the meaning of staffing and explain the factor affecting staffing decision.              | 17.5 |
| 8  | What is directing ? Describe any 3 directing tools in detail.                                 | 17.5 |
| 9  | Explain the term controlling and discuss its process in detail.                               | 17.5 |
| 10 | Define controlling and explain the modern techniques of controlling.                          | 17.5 |