

**Goa Vidyaprasarak Mandal's
GOPAL GOVIND POY RAITURCAR COLLEGE OF COMMERCE AND
ECONOMICS, PONDA – GOA
B.C.A. (SEMESTER – IV) SUPPLEMENTARY EXAMINATION
MAY/JUNE 2016
MANAGEMENT FUNCTIONS**

Duration: 2 hrs

Marks: 50

INSTRUCTIONS: 1) All questions are compulsory.
2) Figures to right indicate marks.

Q.1.A) Answer the following: (10)

- 1) Define objectives.
- 2) What is power?
- 3) Define morale.
- 4) What do you understand by autocratic leadership?
- 5) Define communication.

Q.2.A) What is planning? Explain its characteristics. (5)

B) Define MBO. Explain its features. (5)

OR

X) Explain in detail the merits and demerits of management by objectives. (5)

Y) Explain the process of planning function. (5)

Q.3.A) Define organization. Explain the factors affecting organization structure. (5)

B) Define leadership. Differentiate between leadership and management. (5)

OR

X) Define authority. Discuss various obstacles to delegation of authority on the part of superiors. (5)

Y) Write a short note on traits theory of leadership. (5)

Q.4.A) Explain in detail Abraham Maslow's need hierarchy theory. (5)

B) Define decision making? Explain different types of business decisions. (5)

OR

X) Write a detailed note on ERG theory of motivation. (5)

Y) "Decision making is the primary task of management" in the light of this statement explain the importance of decision making in management. (5)

Q.5.A) Explain the following.

i) Formal communication. (2 ½)

ii) Oral communication. (2 ½)

B) Define the concept of managerial control. Explain the significance of control. (5)

OR

X) Explain the basic features of communication as a management function. (5)

Y) Explain the essentials of good control system. (5)

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