KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY

PGDHRM 1st Sem. Examination, 2014

Paper - 01

Elements of Management

Time : 3 Hrs. Full Marks : 80

1. Answer the following questions (each within 50 words) $2 \times 5 = 10$

   (a) Write any two features of planning.

   (b) Explain the meaning of organising.

   (c) Explain the meaning of departmentation.

   (d) State the bases of departmentation.

   (e) Write any two points of importance of directing.

2. Answer any three questions from the following (each within 100 words) $4 \times 3 = 12$

   (a) Explain any four characteristics of management.

   (b) Explain any four limitations of planning.

   (c) Explain any four principles of organization.

   (d) What are the factors which determine the span of management or control?

   (e) Write any four points of importance of departmentation.

3. Answer any three questions from the following (each within 200 words) $6 \times 3 = 18$

   (a) Explain the scope of management.

(b) What are the principles of departmentation.

(c) Explain any six points of importance of staffing.

(d) Explain any six qualities of a good supervisor.

(e) Explain any six techniques of non-budgetary control.

4. Answer any four questions from the following $10 \times 4 = 40$
(each within 400 words)

(a) Explain the importance of managerial control.

(b) Explain the role of a supervisor in brief.

(c) Explain the importance of human resource planning in an organisation.

(d) Explain the importance of planning.

(e) Explain the importance of organising.

(f) Explain the evolution of management thought in short.