

2014-16

Time : 4 Hours

Full Marks - 80

Candidates are required to give their answers
in their own words as far as practicable

The questions are of equal value

<http://www.biharpaper.com>

Answer any five questions

1. Explain the concept and basic characteristics of Management. State the Functions of a Manager.
2. Discuss in detail the contribution of Henry Fayol in the field of Management.
3. Explain the nature and objectives of Planning. What is Planning Premises?

4. Define Decision-making. Explain its process.
5. Define Organisation. Explain the nature and principal of organisation.
6. What is departmentation? Describe the different bases of departmentation.
7. Define decentralisation. State in brief the factors affecting decentralisation. <http://www.biharpaper.com>
8. What is the importance of training to the employees? What are the different methods of training? Discuss.
9. What do you mean by controlling? Describe the different techniques.
10. Write short notes on any two of the followings:
 - i) Social responsibility of Management.
 - ii) Objectives and Importance of Forecasting
 - iii) Nature and purpose of staffing
 - iv) Process of controlling.