

Time: 2 Hours

Marks: 60

N:B:- 1. attempt any **Four** out of **Five**.

Q1. What are the steps in the planning process? Mention any four advantages and four limitations of planning. 15

OR

Why has Frederick Taylor been called the father of scientific management and Henri Fayol the father of modern management theory? 15

Q2. Differentiate between recruitment and selection. Describe the steps involved in the selection process. 15

OR

State and explain the common steps involved in a typical managerial decision making process. 15

Q3. Explain how a formal organization is often conceived of as a communication system? 15

OR

Explain the concept of leadership and discuss the various styles and traits required of a manager in recent context. 15

Q4. Why is important to motivate employees. Explain in detail Maslow's Need-Hierarchy theory. 15

OR

Define communication. What are the common barriers to communication in an organisation? How can these be overcome? 15

Q5. Write short notes on **any 3** from the following: 3x5 = 15

- a) Business Ethics
- b) Importance of performance appraisal
- c) Management by Objective
- d) Span of Management
- e) Role of a manager