

Course Code: 1BBA3  
Course: Principles of Management  
Credit: 3  
Last Submission Date: April 30 (for January Session)  
October 31, (for July session)

Max. Marks:-30

Min. Marks:-10

Note:-Attempt All Questions.

Q.1 Define management in detail. Write down its functions.

Management ke definition aur uske functions ko detail mein likh kar likhna hai.

Q.2 Explain why management is considered as both art and science?

Management ko art aur science dono ke roop mein samajhna hai aur uske karan ko batana hai.

Q.3 What is planning? Explain process of planning with proper diagram?

Planning ka matlab hai future ke liye action plan banana. Iske process ko diagram ke saath samajhna hai.

Q.4 Differentiate between policies, procedures and methods?

Policies, procedures aur methods ke beech ke farak ko samajhna hai.

Q.5 Explain delegation of authority with proper example?

Authority ko delegation karna aur uska sahi example dena hai.

Q.6 Explain decision making process in detail?

Decision making process ke steps aur details ko samajhna hai.

Q.7 What is recruitment? Explain different types of external sources of recruitment?

Recruitment ka matlab hai new employees ko hire karna. External sources ke types ko samajhna hai.

Q.8 Write down nature and purpose of directing?

Directing ke nature aur purpose ko likhna hai.

Q.9 What is Controlling? Explain Budgetary Control?

Controlling ka matlab hai performance ko monitor karna. Budgetary control ko samajhna hai.

Q.10 what do you understand by centralization ? Differentiate between centralization and decentralization?

Centralization aur decentralization ke matlab aur farak ko samajhna hai.

likh kar dena hai.