

UPES

End Semester Examination, December 2023

Course: Principles and practices of Management

Semester: I

Program: BBA LLB HONOURS

Time: 03 hrs.

Course Code: HRES1003

Max. Marks: 100

Instructions:

- . Cell phones/Tablets/Laptops/Books/Smart watches etc. are not allowed.
- . All questions are compulsory.

SECTION A
(5Qx2M=10Marks)

S. No.		Marks	CO
	One word answer type questions		CO1
Q-1	Who gave the principle "Science, not rule of thumb"?	2	CO1
Q-2	Name the five functions of management.	2	CO1
Q-3	Name one of the traditional types of controlling technique?	2	CO1
Q-4	Who is known as the father of general management"?"	2	CO1
Q-5	How many levels of management are there?	2	CO1

SECTION B
(4Qx5M= 20 Marks)

	Conceptual based questions:		CO2
Q-6	What is Espirit de Corps ?	5	CO2
Q-7	Distinguish between Centralization and Decentralization.	5	CO2
Q-8	What do you mean by controlling? Explain the traditional techniques in controlling.	5	CO2
Q-9	Explain the characteristics of directing.	5	CO2

SECTION-C
(2Qx10M=20 Marks)

	Descriptive Questions:		CO3
Q-10	Describe briefly the steps in the process of staffing.	10	CO3
Q-11	Describe briefly the training methods at a workplace.	10	CO3

SECTION-D
(2Qx25M=50 Marks)

	Application based:		CO4
Q-12	<p>Rajveer works as a plant superintendent in a carpet making factory. In order to complete the export orders on time, the production manager asks him to make the workers work over time whereas the finance manager is strictly against this practice because it will increase the cost of production. Moreover, Rajveer feels that since the company is manufacturing handmade carpets as well as machine made carpets there is a lot of overlapping of activities. Therefore, there should be two separate divisions for both of them wherein each division should have its own in charge, plans and execution resources.</p> <p>In context of the above case:</p> <ol style="list-style-type: none">1. Identify and explain the principle of management which is being violated.2. Also identify the principle of management that Rajveer feels should be implemented in the factory.	25	CO4

Q-13	<p>Steele Ltd/ decided to set-up its steel manufacturing factory in the backward area of Orissa where very less job opportunities were available. People of that area welcomed this effort of ‘Steele Ltd.’ To attract people to work in its factory it also decided to provide many other facilities like school, hospital, market, etc. in the factory premises. ‘Steele Ltd.’ started earning huge profits. Another competing company asked its production manager ‘Aslam’ to investigate the reasons of earning huge profits by ‘Steele Ltd.’</p> <p>Aslam found that in both the companies there was systematic coordination among the various activities to achieve organizational goals. Every employee knew who was responsible and accountable to whom. The only difference was that in his organization communication took place only through the scalar chain whereas ‘Steele Ltd.’ was allowing flow of communication in all the directions as per the requirement which lead to faster spread of information as well as quick feedback.</p> <ol style="list-style-type: none"> 1. Identify the type of organization which permits ‘Steele Ltd.’ the flow of communication in all the directions. 2. State another advantage of the type of organization identified in (a) above. 	25	CO4
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