

STELLA MARIS COLLEGE (AUTONOMOUS) CHENNAI – 600 086.
(For candidates admitted during the academic year 2015-2016 and thereafter)

SUBJECT CODE: 15CM/MC/BM24

B.Com./B.Com (CS) DEGREE EXAMINATION APRIL 2019
COMMERCE
CORPORATE SECRETARYSHIP
SECOND SEMESTER

COURSE : MAJOR – CORE
PAPER : BUSINESS MANAGEMENT
TIME : 3 HOURS

MAX. MARKS: 100

SECTION – A

ANSWER ALL QUESTIONS IN 30 WORDS:

(10 x 2 = 20)

1. What are the types of planning?
2. What do you understand by scientific management?
3. Define Motivation.
4. What is management process?
5. What is decentralization?
6. What is staffing?
7. Define Coordination.
8. What is effective communication?
9. Define Leadership.
10. What is control?

SECTION – B

ANSWER ANY FIVE QUESTIONS IN 500 WORDS:

(5 x 8 = 40)

11. Describe functional type of organisation structure with its merits and demerits.
12. What are the obstacles to effective planning?
13. Describe the levels of management.
14. Discuss the characteristics of an ideal control system.
15. Explain the process and the nature of communication.
16. Explain in brief the different styles of leadership.
17. Discuss the various types of employee training..

SECTION – C

ANSWER ANY TWO QUESTIONS IN 1200 WORDS:

(2 x 20 = 40)

18. Describe the contributions of Henry Fayol to the field of management.
19. What are the factors that affect delegation of authority? How to make delegation effective?
20. Explain in detail the different barriers of communication.
21. Describe Maslow's theory of Motivation.
