

MGT 213: Principles of Management
BBS 1st Year
Model Question

Full Marks: 100

Pass Marks: 35

Candidates are required to give their answer in their own words as far as practicable. The figures in the margin indicate full marks.

Attempt All Question

Group 'A'

Brief Questions Answer

[10 x 2 = 20]

1. State three major features of an organization.
2. Give the meaning of 'Unity of Command'.
3. Point out two limitations of classical theories of management.
4. Mention three problems in goal formulation process.
5. Define social responsibility.
6. Give an example of programme decision.
7. What is SWOT analysis?
8. Make a figurative presentation of communication process.
9. State three characteristics of quality.
10. State any three methods of globalization.

Group 'B'

Descriptive Answer Questions (attempt any five)

[5 x 10 =

50]

11. What is an organization? Explain the objectives and characteristics of an organization. (2+4+4)
12. Define management? Explain the system theory. (3+7)
13. What is strategic planning? Explain the process of strategic plan formulation. (3+7)
14. Define motivation and explain dual factor theory of motivation. (3+7)
15. Describe essential characteristics of an effective control system and state the problems associated with the control system. (5+5)
16. Why is "Decision Making" called number one job of a manager? Explain. (10)

Group 'C'

Analytical Answer Questions (attempt any two)

**[2 x 15 =
30]**

17. Define leadership. What role does leadership play in the success of an organization? What leadership style, you think, is suitable in Nepalese context? (15)
18. Discuss the organizing functions of management and emerging concepts in organizing. (8+7)

19. Define business environment. Explain the environment scanning technique and also discuss how political environmental factor influence the functioning of a business enterprise. (3+6+6)

Principles of Management

Set2

Full Marks: 100
Pass Marks: 35

Candidates are required to give their answer in their own words as far as practicable. The figures in the margin indicate full marks.

Attempt All Questions

Group 'A'

Brief Questions Answer

[10 x 2 = 20]

1. What is goal displacement?
2. State the three main roles of managers.
3. Write four general principles of management described by Fayol.
4. What is understood by 'social responsiveness'?
5. Outline hierarchy of plan.
6. Prepare a graphic presentation of line and staff organization.
7. Define self-managed teams.
8. List out three differences between a leader and a manager.
9. Illustrate wheel network communication.
10. State three disadvantages of MNCs.

Group 'B'

Descriptive Answer Questions (Attempt any five)

[5 x 10 =

50]

11. How is goal formulated? Explain the factors responsible for goal succession. (3+7)
12. What are the different skills required for managers? Explain them in terms of management levels. (5+5)
13. What is planning? Explain the quantitative tools used for planning. (4+6)
14. Define motivation and make a comparison between Maslow's hierarchy of needs theory and dual factor theory. (3+7)
15. Highlight on the major problems faced by business in Nepal. (10)
16. What is globalization? Explain its effects. (4+6)

Group 'C'

Analytical Answer Questions (Attempt any two)

[2 x 15 =

30]

17. Discuss the elements and approaches to organizing. (8+7)
18. Discuss the importance of leadership in an organization and also discuss the trait theory of leadership. (8+7)

19. Control is the process of monitoring activities to ensure that they are being accomplished as planned and correcting any significant deviation. In the light of this statement discuss the process and problem of a control system.

(

8+7)

Chapter 1 The Nature of Organizations

1. Discuss the tools of planning. [15][2072]
2. What is goal succession?[3][2071]
3. Explain the conditions under which goal succession occurs. [7][2071]
4. Elaborate the purpose of organizational goals. [10][2072]
5. Explain the problems faced by managers during goal formation. [10][2072]
6. Define Organization. [3][2073][2][2072]
7. State any four features of organization.[2][2072]
8. Explain features of effective organizational goals. [7][2073]
9. How goal succession takes place? Explain the conditions responsible for goal succession. [4+6][2075]
10. Define goal displacement. [2][2075]
11. Point out four situations for the goal displacement to take place. [2][2071][2][2074][2076]
12. State any four problems of goal formulation. [2][2073]
13. Define organizational goal. [2][2075]

Chapter 2 Introduction to Management

1. Which skills are essential for higher level managers?[2][2075]
2. What is inter personal skills? [2][272]
3. Give meaning of Unity of Command. [2][2071]
4. Mention the areas of managerial career.[2]
5. Give the concept of management. [3][2076][2072][3][2075]
6. Explain the functions of management. [7][2076][7][2075]
7. State and explain the emerging challenges of management. [10][2074][2071]
8. Who is a manager? [3][2073]
9. Explain required managers' skills and roles to be played by managers. [10][2072]
10. Describe the different skills required by managers at different hierarchical levels. [7][2072]
11. Explain the scope of management careers.

Chapter 3 Management: History and Current Thinking

1. Define learning organization. [2][2076]
2. List any two limitations of scientific management approach. [2][2074]
3. What is bureaucracy? [2][2072]
4. State any four features of system theory. [2][2072]
5. State two limitations of classical theory of management. [2][2072]
6. State the principles of administrative management. [2][2071]
7. Define human relation theory of management and describe the contribution and limitations of human relation theory. [4+3+3][2076]
8. Explain the contingency theory with its features and limitations. [3+7][2075]
9. Examine the contribution and limitations of system theory. [3+4+3][2074]
10. State and explain the emerging concepts of management. [10][2072]
11. What is scientific management? Explain its contributions and limitations. [3+7][2072]
12. What is management science theory? Explain its contributions and limitations. [3+7][2071]
13. Enumerate the human relations approach of management and explain its relevancy to modern organizations. [5+10][2073]

Chapter 4 Environmental Context of Management

1. Point out the components of Technological environment. [2][2076]
2. What do you mean by break even analysis? [2][2076]
3. What is business ethics? [2][2075][2073]
4. What is SWOT analysis? [2][2075][3][2071]
5. Explain the elements of SWOT analysis? [6][2071]
6. Discuss how SWOT analysis contributes in strategy formulation process? [6][2071]
7. Mention the elements of task environment. [2][2072]
8. Define task environment. [2][2072]
9. What is social obstruction? [2][2071]

10. Define environmental scanning. [3]
11. Explain the methods of environmental scanning.
12. Mention any three methods of environmental scanning. [2]
13. What is business environment? [3][2075][5][2074]
14. What is economic environment? [3][2072]
15. Discuss the components of economic environment. [7][2075][2073][2072]
16. What is social responsibility? [3][2075][2071][2076]
17. Explain the areas of social responsibility. [12][2076]
18. Explain the approaches of social responsibility. [7][2071]
19. Explain the social responsibility towards employees. [7][2075]
20. What is business environment? [3][2072]
21. How does the environment affect business organizations? [7][2073]
22. Explain the different components of external environment. [7][2072]
23. Discuss the components of general environment. [10][2074][

Chapter 5 Planning and Making Decisions

1. What is planning? [3][2076][2074]
2. Explain importance of planning? [6][2076]
3. Discuss process of planning. [6][2076]
4. Explain quantitative tools for planning. [7][2074]
5. Explain the factor necessary for a successful of MBO program.
6. Write the difference between tactical planning and strategic planning.
7. Explain importance of environmental scanning for success of an organization. [5][2075]
8. Explain different methods used in environmental scanning. [10][2075]
9. Discuss the process and significance of strategic planning. [9+6][2072]
10. What do you mean by MBO? [25][2076]
11. Define non-program decision. [2][2075][2074]
12. What is tactical plan? [2][2074]
13. Show two quantitative tools for planning. [2][2073]
14. Mention the different types of plans on the basis of hierarchy. [2][2072]
15. What is planning premises? [2][2072]
16. Give an example of programmed decision. [2][2071]

Chapter 6 Fundamentals of Organizing

1. Define departmentation. [5][2075]
2. Discuss the various bases of departmentation. [10][2075]
3. Discuss the process of organization. [15][2072]
4. What is delegation of authority? [3][2072][2076]
5. Write advantages of delegation of authority to modern organizations. [6][2072]
6. Explain the factors that inhibit the effective delegation of authority to organizations. [6][2072]
7. Explain the barriers of delegation of authority. [7][2076]
8. Explain various approaches to organizing. [9][2071]
9. Which approach to organizing do you think is most superior in the present context? Discuss. [6][2071]
10. What is decentralization of authority? [3][2074]
11. Explain pros and cons of decentralization of authority. [4+4][2074][2073]
12. What is authority? [4][2073]
13. What is 360 degree organizational structure? Explain its merit and demerit.
14. Write the ways of eliminating obstacles to the delegation process.
15. Give the meaning of span of control. [2][2076][2075][2073][2072]
16. Introduce departmentation by territory with its chart. [2][2076]
17. What is organizing? [2][2075]
18. Define organic views of organization. [2][2073]
19. What is responsibility? [2][2072]

20. State any two disadvantages of matrix structure. [2][2071]

Chapter 7 Leadership and Motivation

1. Discuss the different strategies for motivating employees. [15]
2. Make a comparison between Maslow's Need Hierarchy Theory and Motivation Hygiene Theory. [10][2073]
3. Define Motivation. [3][2074][4][2075][2][2075]
4. Critically examine the Maslow's hierarchy of need theory of motivation. [7][2074]
5. Explain dual factor theory of motivation. [6][2075]
6. Make a distinction between job enlargement and job enrichment. [2][2072]
7. Define reward. [2][2075]
8. Enumerate the reasons why leadership is an inevitable element of the organization [7][2071]
9. Discuss the managerial grid model of leadership. [8][2071]
10. Examine the advantages and limitations of democratic and autocratic leadership styles. [15][2072]
11. "Trees die from top" Enumerate this statement by explaining the significance of leadership in an organization and the qualities that are essential for good leaders. [9+6][2072][2073][2074]
12. Give the concept of leadership. [5][2074]
13. Describe the behavioral approach of leadership. [10][2073]

Chapter 8 Fundamental of influencing and Communication

1. Why communication is considered lifeblood of an organization? [4][2072]
2. Describe types of communication [7][2072]
3. What obstruct communication from being effective? [3][2072]
4. What can be done to make communication effective? [7][2072]
5. What is influencing? Explain the fundamentals of it.
6. Explain strategies for influencing people in organization.
7. Describe influencing sub-system.
8. Give the concept of wheel and all channel network of communication. [2][2076]
9. How can semantic barrier of communication be solved? [2][2074]
10. Present a diagrammatic process of communication. [2][2072]
11. Mention any four characteristics of communication. [2][2072]
12. What is meant by active listening?

Chapter 9 Control and Quality Management

1. What type of control system would you recommend to achieve planned results. [15][2076]
2. Do you think that following principles and techniques of quality management developed by WE Deming helps to enhance the quality? Discuss. [8+7][2073]
3. Explain the process of improving quality. [10]
4. Explain the potential barriers to successful controlling. [10]
5. What is post-control system? [2][2071]
6. What is quality of work life? [2][2071]
7. What is concurrent control? [2][2072]
8. What is pre control system? [2][2072]
9. Define TQM. [2][2073][2076]
10. Point out the steps of a control system. [2][2074]
11. Give the meaning of management information system. [2][2074]
12. Define Kaizen. [2][2076]

Chapter 10 Managing in the Global Area

1. Define globalization. [4][2074][2071]
2. Explain positive and negative impact of globalization in developing countries. [6+6][2074][2071][2][2073]
3. What is digital dimensioning? How is it applied in international management?
4. Define multinational company. [3][2073][2076]

5. Explain advantages and disadvantages of multinational company.[7][2073][2076]
6. Mention fundamentals of international management. [2]
7. What is digital dimensioning? [2]

Chapter 11 Management Trends and Scenario in Nepal

1. State and explain major problems faced by business enterprises in Nepal.
[15][2075][3+7][2071][2076]
2. Give an account on growth of business sector in Nepal/ [10][2072]
3. What is business culture? [3][2072]
4. Give your observation regarding the business culture in Nepal.[3+7][2072]
5. State export promotion industries in Nepal. Explain the major problems faced by these industries in Nepal.[10][2074]