

## **MG8591 PRINCIPLES OF MANAGEMENT**

### **IMPORTANT QUESTIONS AND QUESTION BANK**

#### **UNIT-I INTRODUCTION TO MANAGEMENT AND ORGANIZATIONS**

##### 2-Marks

1. What is the function of a manager?
2. Give the current trends in management.
3. Define management.
4. What is an organizational culture?
5. What are the roles and skills of managers?
6. Define partnership.
7. Classify the types of partners.
8. Define organization.
9. Point out the function of management.
10. Write the meaning of Entrepreneur.
11. Interpret the various types of organization.
12. Summarize time and motion study.
13. Distinguish between public and private limited company.
14. Assess the concept of scientific management.
15. Illustrate the characteristics of managers.

##### 13-Marks

1. 1.Is Management a science or Art? Discuss.  
2.Explain the evolution of Management in detail.
2. Explain the fourteen principles of Management advocated by Henry Fayol.
3. Explain the current trends and issues in management.
4. Explain the different roles and function of a manager.
5. Explain the different types of business organizations.
6. Identify the different types of culture in an organization?
7. How would you classify the business organization? Explain.
8. Enlighten the relevance of environmental factors that affect global business.
9. Discuss the principles and techniques of scientific Management.
10. What are the features of private enterprises?

## **UNIT-II PLANNING**

### **2-Marks**

1. State a various step in playing.
2. What you understand by decision making.
3. What you understand by Strategic Management.
4. Distinguish between Policy and Rules.
5. State the purpose of the planning.
6. List the planning tools available in business Management.
7. What is meant by policies?
8. Define MBO.
9. Classify the types of plans.
10. What is the meaning of Strategic Management?
11. Summarize the types of polices.
12. Define planning.
13. Evaluate the SWOT analysis matrix.
14. Differentiate objectives and goals.
15. Point out the importance of rational decision making.

### **13-Marks**

1. Discuss in detail about the classification of planning practices.
2. Explain briefly about the decision-making step and process.
3. Explain the general planning process adopted by the business organizations.
4. Discuss the eight steps of decision making process.
5. Explain in detail the various types of planning.
6. 1. Is decision making a rational process? Discuss.  
2. Define MBO and explain the various steps involved in it.
7. What are the objectives of planning? Illustrate how you will set objectives for a manufacturing organization.
8. With suitable example illustrate the steps involved in the process of decision making.
9. Give the steps involved in Strategic Management process.
10. Analyse different planning technique.

## **UNIT-III ORGANISING**

### **2-Marks**

1. Define "Departmentation".
2. What is meant by performance appraisal?
3. What is delegation of authority?

4. Why performance Management is important?
5. Define career Management.
6. What do you understand by organization chart?
7. Define centralization.
8. What is human resources planning?
9. What is the meaning of formal organization?
10. Distinguish authority and power.
11. Evaluate the term design.
12. Define training.
13. Compare line and staff authority.
14. Distinguish on the job and off the job training.
15. What is the theme of human resource planning?

### 13-Marks

1. In detail explain the nature and purpose of organization.
2. Explain in detail about the human resource planning.
3. Elucidate any four types of organization
4. Distinguish between training and development and explain the various methods of training.
5. Explain the different types of organizational structures followed by the companies.
6. Describe the Human Resource Management activities in a business organization.
7. Explain briefly about the various types of departmentation.
8. 1. discuss the types of centralization.  
2. Explain about the organizational culture.
9. Describe the merits and demerits of line organization and staff organization.
10. What is Span control? Write down the different factors influencing span of control?

### UNIT-IV DIRECTING

### 2-Marks

1. Mention the various types of leadership styles.
2. What is meant downward communication.
3. What is job satisfaction?
4. Define job enrichment.
5. What is personality?
6. What do you understand on the term "job enrichment"?
7. What is the element in the Maslow's hierarchy of needs?
8. What is effective communication.

9. What is meant by leadership?
10. Define motivation.
11. What is brainstorming?
12. How does leadership differ from management?
13. Contrast the theories of leadership.
14. Illustrate the Grapevine communication.
15. Differentiate group and individual behaviour.

### 13-Marks

1. Explain the various types of leadership with its different styles.
2. 1.Explain in different barriers and breakdowns of communication process.  
2.Difference between motivation and satisfaction.
3. Discuss the contemporary theories of motivation.
4. Identify the barriers in communication and explain how to overcome them.
5. Explain any two motivation theories of your choice.
6. Define motivation. Explain the theories of motivation in detail.
7. Compare motivation and satisfaction.
8. Examine the theories of leadership.
9. Quote the various formal organizational communication
10. Differentiate financial and non-financial motivators.

### UNIT-V CONTROLLING

### 2-Marks

1. What is the use of computers in management control?
2. Discuss the productivity problems in a management.
3. What is preventive control in management?
4. Why controlling is important?
5. What is Budgetary control?
6. What do you understand by Productivity?
7. What are the various steps involved in the controlling process?
8. Name any two HR related controlling Techniques.
9. Define controlling.
10. Assess Z theory.
11. Explain the principles of controlling.
12. Show some examples of new control techniques.
13. What is performance appraisal?
14. Distinguish production and productivity.
15. What are the critical point controls?

13- Marks

1. Explain in detail about impact of IT in management concept.
2. Write short notes on:
  - 1) Control of productivity problems and management
  - 2) Direct and preventive control.
3. Explain the various control techniques.
4. Discuss the impact of information technology on Management control.
5. Describe in detail about the three steps in the control process.
6. Discuss the uses of computers and IT in Management control.
7. Discuss in detail about the budgetary and non-budgetary control techniques.
8. What is the process of controlling?
9. Analyse the factors affecting productivity.
10. How would you summarize the various types of tools used to monitor and measure organizational performance?

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