

TED (15)-2251

Signature

(REVISION 2015)

Register No.

MODEL QUESTION PAPER

SECOND SEMESTER DIPLOMA EXAMINATION IN ENGINEERING/TECHNOLOGY

BASIC MANGEMENT CONCEPTS

(Time: 3 hours)

(Maximum marks: 100)

PART – A

I Answer all questions in one or two sentences. Each question carries 2 marks. (5x2=10)

1. Define management?
2. What is business?
3. What is strategic planning?
4. Define organisation?
5. What is supervision?

PART -B

II Answer any 5 questions from Part- B. Each question carries 6 marks. (5x6=30)

1. Describe the purpose of management?
2. Explain the features of operational planning?
3. Distinguish various types of committees?
4. Describe the merits of staffing?
5. Describe the structure of an organisation?
6. What are the elements of co-ordination?
7. Discuss the features of control function?

PART –C

(Answer one full question from each unit. Each full question carries 15 marks) (4x15=60)

MODULE- I

III (a) What are the importance of management in business? (8)

(b) Relate management with art? (7)

OR

IV Critically evaluate management as a profession and as a science? (15)

MODULE- II

V Explain how planning is important for management? (15)

OR

VI (a) Analyse the main problems of committees? (8)

(b) What are the difficulties in decision making? (7)

MODULE- III

VII Compare and contrast recruitment and selection? (15)

OR

VIII (a) What are the defects of internal source of recruitment? (8)

(b) What are the merits of On-the-job methods of training? (7)

MODULE- IV

IX (a) What are the personal barriers to communication? (8)

(b) Discuss the types of co-ordination? (7)

OR

X Analyse the process of control? (15)