



DCBB – 101



I Semester B.B.A. Examination, February/March 2024
(NEP Scheme) (Freshers and Repeaters)
BUSINESS ADMINISTRATION
Paper – 1.1 : Management Principles and Practice

Time : 2½ Hours

Max. Marks : 60

*Instruction : Answer should be written in **English** only.*

SECTION – A

Answer **any five** of the following sub-questions. **Each** sub-question carries **two** marks. (5×2=10)

1. a) What is business organisation ?
- b) Expand MBO and MBE.
- c) State any two types of organisation.
- d) What do you mean by staffing ?
- e) What is directing ?
- f) Mention any two types of communication.
- g) Write any two functional areas of management.

SECTION – B

Answer **any three** of the following questions. **Each** question carries **four** marks. (3×4=12)

2. What are the essentials of a good plan ?
3. State any four differences between Management and Administration.
4. Give the qualities of good control system.
5. Explain the process of communication.
6. Explain the nature of co-ordination.

P.T.O.





SECTION – C

Answer **any three** of the following questions. **Each** question carries **ten** marks.

(3×10=30)

7. Explain various functions of management.
8. What are the advantages and disadvantages of planning ?
9. Explain various principles of co-ordination.
10. What are the barriers to communication ? Explain how to overcome these barriers.
11. Explain in brief the process of staffing.

SECTION – D

Answer **any one** of the following questions. **Each** question carries **eight** marks.

(1×8=8)

12. Do you think formal organisational structure is more effective than informal organisational structure . Discuss.
13. Explain the various forms of business organisation.