

Roll No. ....

**E-3911**

**B. C. A. (Part II) EXAMINATION, 2021**

**(Old Course)**

Paper Eighth

**PRINCIPLES OF MANAGEMENT**

**(BCA—206)**

*Time : Three Hours ]*

*[ Maximum Marks : 50*

**Note :** Attempt all the *five* questions. *One* question from each Unit is compulsory. All questions carry equal marks.

**Unit—I**

1. “Management contains both elements, those of science and those of an art.” Give comment on it.

*Or*

Briefly discuss Taylor’s principles of scientific management.

**Unit—II**

2. Define Policy. What is its role in management ?

*Or*

Write short notes on the following :

- (i) Strategy
- (ii) Feasibility Report

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[ 2 ]

**Unit—III**

3. What is Delegation of Authority ? What are its elements ?

*Or*

Define selection and explain its process.

**Unit—IV**

4. “Motivation is the core of management.” Define.

*Or*

Write short notes on the following :

- (i) Formal communication
- (ii) Informal communication

**Unit—V**

5. Define co-ordination and discuss its importance in business.

*Or*

Enumerate the essential steps in establishing control procedure.