

Dr. Babasaheb Ambedkar Open University
Term End Examination February – 2026

Course	: BBAR/DBAR	Date	: 25-Feb-26
Subject Code	: BBAR-101/DBAR-101	Time	: 11:30am to 01:45pm
Subject Name	: Principles of Management	Duration	: 02.15 Hours
		Max. Marks	: 70

Section A

Answer the following (Attempt any three) (30)

1. What are the different type of levels? Its organization? Differentiate the responsibility of people at different levels.
2. Define decision-making. What are the steps involved in it? Discuss.
3. Explain the Role and Functions of a Supervisor.
4. Explain the Types and Techniques of Co-ordination.
5. Explain the BCG Matrix Analysis in details.

Section B

Answer the following (Attempt any four) (20)

1. Define management and discuss various functions of management.
2. Explain the Characteristics, Merits and Demerits of Line Organisation.
3. What is staffing? What are the characteristics and steps involved in staffing process?
4. Explain types of promotions and types of transfers.
5. Write a short note on Theory X and Theory Y of motivation.
6. Define social responsibility. Give its meaning and features. What is the scope of social responsibility?

Section C

Part – A (Multiple Choice Questions) (10)

- 1 Management is a process of planning, organizing, actuating and controlling to determine and accomplish the objectives by the people and resources.
A George Terry B Peter Drucker
C Koontz Harold D Lawrence A. Appley
- 2 Management tries to make effective utilization of various _____.
A Resources B Men
C Materials D Method
- 3 Titles like managing director, president, vice president, general managers are used for which level of manager?
A Top Level B First Line Level
C Middle Level D None of the above
- 4 _____ is an example of informal communication in an organisation?
A Organisation chart B Gossip
C Matrix structure D Company circulars

- 5 _____ is a kind of compensation given monetarily to employees based on work performances.
- A Remuneration. B Selection.
C training. D Training.
- 6 If actual performance falls short of standards due to non-availability of materials, managers try to produce these materials and thus set things in order. – is the example of which step of controlling process _____
- A Measurement of actual performance B Taking corrective action
C Establishment of standards D Comparison of actual performance with standards
- 7 _____ motivation means motivating employees by paying them in terms of money.
- A Non-financial B Financial
C Negative D None of these
- 8 An organisation has a diverse pool of _____ in form of men, money, competencies and functional expertise.
- A Resources B Recruiting
C both D None of these
- 9 _____ decision is taken daily.
- A Administrative. B Strategic.
C Operational. D Routine.
- 10 _____ is part of incentives served to workers so as to develop and grow within the concern.
- A Training. B Remuneration.
C Development. D Selection.

Part – B (Do as Directed)

(10)

- 1 Explain Administration.
- 2 Explain Budget.
- 3 Define Principle of Sealer Chain.
- 4 Define Esteem needs.
- 5 Define Financial motivation.
- 6 Explain Strategic management.
- 7 Define SWOT.
- 8 Define Motivation.
- 9 Explain Principle of Span of Control.
- 10 Define Project.
