

Indian Maritime University
(A Central University, Govt of India)
End Semester Examinations– December 2023
Programme Name: BBA (Maritime Logistics)
Semester: First
Subject Code: UG32T1104
Subject Name: Principles of Management

Date: 22.12.2023

Max Marks: 70

Duration: 03 Hrs

Pass Marks: 35

General Instructions

- (i) All Sections (A, B & C) are to be attempted.
- (ii) Options, if any, are specified in respective section.

SECTION – A

(10 x 01= 10 Marks)

ANSWER ALL OF THE FOLLOWING QUESTIONS

1. Which among the following is not a principle of management given by Henry Fayol?
a. Division of work
b. Harmony, not discord
c. Discipline
d. Equity
2. What is whistle blowing?
a. Revealing unethical behaviour to superiors or outsiders
b. Calling for an end to unethical practice in an organisation
c. Announcing a high standard of ethical behaviour to persuade outsiders of the benefits of dealing with an organisation
d. Warning colleagues of threats from unethical dealers, investors and the like
3. Bureaucracy Theory was invented by _____
a. Elton Mayo
b. Henri Fayol
c. Max Weber
d. Peter Drucker
4. What is the term for decisions limited by human capacity to absorb and analyse information?
a. Cognitive rationality
b. Conscious rationality
c. Bounded rationality
d. Restricted rationality
5. Which of the following is a feature of a good plan?
a. Linked to Long-term objectives
b. Feasible
c. Flexible
d. All of the above

6. Which of the following is the characteristic of informal organisation?
- Membership is voluntary
 - It is based on the principles of division of labour and efficiency in operations
 - It concentrates more on the performance of jobs and not on the individuals performing the job
 - Coordination among members and their control are well specified through organizational processes, procedure, rules etc...
7. Which of the following are the types of barriers of communication?
- Personal barriers
 - Organisational barriers
 - Semantic barriers
 - All of the above
8. Concurrent Control is also known as _____
- Feedback Control
 - Feed forward Control
 - Steering Control
 - Critical Point Control
9. _____ is a system of identification and communication of that signals to a higher level manager when his attention is needed.
- Management by Exception
 - Management by walking around
 - Management by Objectives
 - None of the above
10. Kaizen is a _____ word which means continuous and never-ending improvement involving everyone in an organisation.
- Chinese
 - Japanese
 - Korean
 - Greek

SECTION – B

(05 x 02= 10 Marks)

ANSWER ALL OF THE FOLLOWING QUESTIONS

- Describe the terms 'Ethics' and 'Business ethics'.
- What is budget in the context of management?
- Briefly explain functional authority.
- What is responsibility accounting?
- Write a short note on business outsourcing?

SECTION – C

(05 x 10= 50 Marks)

ANSWER ANY FIVE OUT OF SEVEN OF THE FOLLOWING QUESTIONS

15. Briefly discuss the scope and importance of management in the present-day context.
16. Distinguish between Programmed and Non-Programmed decisions.
17. Define delegation of authority and explain the factors that block effective delegation of authority.
18. Discuss the principles of effective directing.
19. What do you mean by controlling? Explain the controlling process with the help of a diagram.
20. Explain the features and various types of coordination needed within the organisation.
21. Describe the challenges in practising knowledge management and explain the steps to be taken by organisations to make knowledge management effective.
