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RAN-1908000402080001**F.Y.B.B.A. (Sem. II) Examination****March / April - 2019****Principles of Management - II****Time: 2 Hours]****[Total Marks: 50****સૂચના : / Instructions****નીચે દર્શાવેલ નિશાનીવાળી વિગતો ઉત્તરવહી પર અવશ્ય લખવી.****Fill up strictly the details of signs on your answer book**

Name of the Examination:

☛ **F.Y.B.B.A. (Sem. II)**

Name of the Subject :

☛ **Principles of Management - II**Subject Code No.: **1908000402080001**

Seat No.:

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Student's Signature

(1) All the questions are compulsory.

(2) Figures right side mentioned is allotted marks to the question.

1. Answer in brief. (Any Five)**10**

- Mention reasons for informal organisations.
- Explain any two blocks of delegation.
- List down various traits of successful leader.
- Mention various steps of organising process.
- Define Supervision.
- 'Planning and Controlling both go parallel.' - Explain.

2. Define Delegation of Authority. Explain process and principles of delegation.**13****OR**

- Discuss various principles of Organising.
- Write a note on any three bases of Departmentation.

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3. a. Define Staffing. Differentiate between Recruitment and Selection. 07
Discuss various Internal Sources of recruitment.
- b. Discuss various traits of a successful leader as per trait theory with examples. 06

OR

- a. Explain various features of Direction. Also discuss importance of direction. 07
- b. Define and Differentiate between Training and Development. 06

4. a. **Write short notes (Any One)** 08
1. Break Even Analysis
 2. Types of Budgets
 3. Process of controlling

- b. **Read the following case carefully and answer the question.**

Following are two situations arising in a business organisation.

Situation 1: Your subordinates are fresh, semi-skilled, and non-educated. They prefer to be directed. They don't have their own motivation to work.

Situation 2: Your subordinates are highly educated and skilled. They know their area of work. They don't prefer to get direction in small matters.

Role of a leader is more of a facilitator and just to assign the work; rest of the things shall be done by subordinates themselves. Leader's supervision is almost zero.

Questions:

What kind of leadership style shall be used in both the situations? 06
Justify your answer with proper reasons.
