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Seat No.: _____

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SARDAR PATEL UNIVERSITY.

M.S.W. (HR) Examination – 3RD Semester (NC) – March/April 2018

Day: THURSDAY

Time: 2:00 P.M. to 5:00 P.M.

Date: 05/04/2018

Session: evening

Subject Title: Management Function & Behaviour

Code: PA03ESHR11

Total marks: 70

Q-1 Multiple choice question (Attempt all)

(10)

1. The everyday task of management include:
 - a) Planning and creativity
 - b) Planning and leading
 - c) Publicity and loss adjustment
 - d) Plotting and leading
2. Functions of Leaders is:
 - a) He identifies group goals
 - b) He acts as an arbitrator
 - c) He guides and directs
 - d) None of these
3. _____ means division of authority & powers downwards to the subordinate.
 - a) Delegation of authority
 - b) centralization
 - c) Span of control
 - d) All the above
4. First stage of group development is:
 - a) Storming
 - b) Forming
 - c) performing
 - d) adjourning
5. MBO stands for _____
 - a) Managerial Behavioral Organisation
 - b) Management By Objectives
 - c) Management By Observation
 - d) None
6. _____ is the process where the information and thoughts are put in the form of symbols.
 - a) Feedback
 - b) Decoding
 - c) Encoding
 - d) Channel
7. _____ occurs in an organization when a limited amount of authority is delegated.
 - a) Centralization
 - b) Decentralization
 - c) Decision making
 - d) None

8. Scientific Management approach is developed by
a) Elton Mayo b) Henry Fayol c) F.W. Taylor d) A. Maslow
9. In----- in fact "No leadership at all"
a) Democratic b) Autocratic c) Free rein d) Bureaucratic
10. Book "Essentials of Management" is authored by:
a) Koontz O Donnell & Weihrich b) Dinesh Verma
c) Stefen. P. Robbins d) None

Q:2 Write an essay on 'Management By Objectives'. (15)

OR

Q:2 Explain theories of leadership in detail.

Q:3 Discuss Planning as a process. (15)

OR

Q:3 Explain organizational climate and change in detail.

Q:4 Write detailed note on organizational structure and design. Give suitable examples.

OR

(15)

Q:4 Elaborate decision making in organizational context & explain techniques and process of decision making.

Q:5 Write Short Notes (ANY TWO) (15)

- 1.) Controlling
- 2.) Responsibilities of professional manager
- 3.) Group dynamics
- 4.) Managing change