



Exam

**Avinashilingam Institute for Home Science and Higher Education for Women**  
(Deemed to be University under Category 'A' by MHRD, Estd. u/s 3 of UGC Act 1956)  
Re-accredited with 'A++' Grade by NAAC. Recognised by UGC Under Section 12B  
Coimbatore - 641 043, Tamil Nadu, India

**Continuous Internal Assessment II – October 2025**

**Semester- I**

**Class : I UG**

**Time: 2 Hours**

**Major : BBA**

**Maximum Marks: 60**

**25BBAC01- Principles and Practices of Management**

**Course Outcomes:**

- CO1: Define application of management concepts to understand the major internal features of a business system and the environment in which it operates.
- CO2: Know and explain the managerial actions of planning, organizing, and controlling with an ethical look.
- CO3: Demonstrate critical and analytical thinking when presented with managerial problems and express their views and opinions on managerial issues.
- CO4: Understand and analyse the HR requirement in the organization.
- CO5: Analyse different controlling techniques and choose the best effective method for the organization.

**Part-A**

**Answer the following Questions**

**6x1=6**

- 1) Organising is concerned with \_\_\_\_\_ **CO2 K1**
- a) Defining objectives b) Identifying activities and grouping them
- c) Motivating employees d) Controlling performance
- 2) The scalar chain refers to \_\_\_\_\_ **CO1 K2**
- a) Flow of communication in a hierarchy b) Chain of suppliers
- c) Grouping of activities d) Line of authority from top to bottom
- 3) Delegation involves \_\_\_\_\_ **CO2 KI**
- a) Authority, responsibility, accountability b) Leadership, communication, supervision
- c) Planning, organising, directing d) Motivation, control, evaluation
- 4) Staffing function is concerned with \_\_\_\_\_ **CO2 K2**
- a) Hiring and developing the employees b) Motivating employees
- c) Controlling costs d) Structuring organisation
- 5) Performance appraisal is part of \_\_\_\_\_ **CO3 K2**
- a) Organising b) Staffing c) Directing d) Planning
- 6) Which one of the following is an external source of recruitment? **CO3 K2**
- a) Transfer b) Promotion c) Casual callers d) Job rotation

**Part-B**

**Answer the Following Questions**

**3x6=18**

7. a) Compare and Contrast Formal & Informal Organization. **CO3:K3**  
(or)  
b) Describe Centralization and its features. **CO3:K3**
8. a) Explain your understanding on Staffing. **CO3:K3**  
(or)  
b) Elaborate the various Sources of Recruitment. **CO3:K2**
9. a) Write about the importance of Controlling. **CO3:K3**  
(or)  
b) Describe the functions of a Supervisor. **CO3:K2**

**Part-D**

**Answer the following**

**3x12=36**

10. a) Elaborate Centralization and Decentralization. **CO3:K2**  
(or)  
b) Explain Delegation of Authority and Responsibility. **CO3:K2**
11. a) Elaborate the various techniques of Direction. **CO2:K3**  
(or)  
b) Write a detailed note on the steps in effective coordination. **CO3:K2**
12. a) Explain Traditional and modern control techniques with illustration. **CO3:K3**  
(or)  
b) Elaborate the Control process with suitable illustration.