



*Sambal*

**Avinashilingam Institute for Home Science and Higher Education for Women**

Deemed to be University Estd. u/s 3 of UGC Act 1956, Category 'A' by MHRD (now MoE)

Re-accredited with 'A++' Grade by NAAC. Recognised by UGC Under Section 12B

Coimbatore - 641 043, Tamil Nadu, India

**Continuous Internal Assessment Test II – October 2024**

**I Semester**

**Class : I UG**

**Time : 2 hours**

**Major : Economics/English/Computer Science**

**Max. Marks : 60**

**23BCOGE1/Generic Elective Course/ Principles of Management**

**Course Outcomes:**

- CO1: Understand the evolution of management thinking
- CO2: Determine strategic planning in a management
- CO3: Develop organization structure
- CO4: Demonstrate and improve leadership qualities
- CO5: Develop co-ordination and communicate well in a management

**Part A**

**6 x 1 = 6**

**Choose the correct answer**

1. The managerial duty that involves coordinating resources and tasks to achieve Organizational goal is  
a) Organizing      b) Planning      c) Staffing      d) Controlling      CO3:K1
2. Main functions of administrative management are  
a) Planning, Organizing, Staffing, Directing and Controlling      CO3:K1  
b) Planning, Organizing, Directing and Controlling  
c) Planning, Organizing, Staffing and Directing  
d) Planning, Organizing, Controlling and Representation
3. The function of management related to placing the right person at the right job is  
a) Organising      b) Planning      c) Staffing      d) Controlling      CO4:K1
4. Leader acts more as bosses - the leadership style is  
a) Positive style      b) Autocratic style      c) Democratic style      d) Negative style      CO4:K1
5. Control function of management cannot be performed without  
a) Planning      b) Organising      c) Leadership      d) Motivation      CO5:K1
6. Coordination is the  
a) Management function      b) Essence of management  
c) Social objective      d) Management objective      CO5:K1

**Part B**

**3 x 6 = 18**

**Answer ALL Questions**

**Each answer should not exceed 400 words or two pages**

- 7.a. Explain the concept of functional organisation.      CO3:K2  
(or)
- 7.b. State the disadvantages of informal organisation.      CO3:K3
- 8.a. List out the elements of Directing.      CO4:K2  
(or)
- 8.b. Write a note on the requisites of effective supervision.      CO4:K2
- 9.a. Explain the characteristics of control.      CO5:K3  
(or)
- 9.b. Describe the significance of co-ordination.      CO5:K3

**Part C**

**3 x 12 = 36**

**Answer ALL questions**

**Each answer should not exceed 800 words or four pages**

- 10.a. Enumerate the advantages of Line and staff organisation.      CO3:K3  
(or)
- 10.b. Discuss about the difference between formal and informal organisation.      CO3:K3
- 11.a. Interpret the functions of a good supervisor.      CO4:K3  
(or)
- 11.b. Report the various styles of leadership.      CO4:K3
- 12.a. Explain the controlling techniques in detail.      CO5:K3  
(or)
- 12.b. Explain the Principles of Co-ordination.      CO5:K3

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