



Sambath

**Avinashilingam Institute for Home Science and Higher Education for Women
Coimbatore – 641043
Continuous Internal Assessment Test II- October 2024
SEMESTER I**

**Class : I UG
Major : B.Com/B.Com(CA)**

**Time:2 Hours
Maximum Marks:60**

23BCOC02 / 23BCCC02-Business Organisation and Management

Course Outcomes:

- CO1. Distinguish and explain each form of business
CO2. Prepare draft of Article of Association and Memorandum of Association for a business
CO3. Apply the principles and functions of management in the organisation
CO4. Identify and explain the managerial skills used in the business
CO5. Analyse the concept of delegation of authority, coordination, and control

Part-A

(6x1=6)

Choose the correct answer

1. Harmony of objectives is a principle of **CO3:K2**
a. Directing b. Controlling c. Planning d. Organising
2. Henry Fayol was a **CO3:K2**
a. Social Scientist b. Mining Engineer c. Accountant d. Production Engineer
3. The decision making body of an organisation is **CO4:K1**
a. Decentralisation b. Administration c. Functional Organisation d. Leadership
4. A single use plan is **CO4:K1**
a. Objectives b. Policies c. Rules d. Budget
5. An element of coordination is **CO5:K2**
a. Integration b. Balancing c. Proper timing d. Directing
6. Control system of an organisation has no influence over the **CO5:K2**
a. Internal environment b. External environment c. Customers d. Government

Part- B

(3x6=18)

Answer ALL Questions

Each answer should not exceed 400 words or two pages

7. a. Explain the importance of management skills. **CO3:K2**
(Or)
7. b. Explain the meaning and objectives of scientific management. **CO3:K2**
8. a. Identify the various approaches to planning. **CO4:K3**
(Or)
8. b. Compare the functions of formal and informal organisation. **CO4:K2**
9. a. Identify the relationship between planning and control. **CO5:K3**
(Or)
9. b. Summarize the requirements for effective control. **CO5:K2**

Part-C

(3x12=36)

Answer ALL questions

Each answer should not exceed 800 words or four pages

10. a. Identify the different skills of management. **CO3:K3**
(Or)
10. b. Discover the relevance and criticism of scientific management. **CO3:K3**
11. a. Explain the steps in Management by objectives. **CO4:K2**
(Or)
11. b. Discover the Line and Staff conflicts. **CO4:K3**
12. a. Identify the purpose of Delegation and Decentralization of authority. **CO5:K3**
(Or)
12. b. Discover the process, principles and techniques of effective coordination. **CO5:K3**