

Enrollment No: \_\_\_\_\_

Exam Seat No: \_\_\_\_\_

# C.U.SHAH UNIVERSITY

## Winter Examination-2018

**Subject Name : Business Administration-II**

**Subject Code :4CO02BAD3**

**Branch:B.Com. (English)**

**Semester : 2**

**Date : 25/10/2018**

**Time : 02:30 To 05:30**

**Marks : 70**

Instructions:

- (1) Use of Programmable calculator & any other electronic instrument is prohibited.
  - (2) Instructions written on main answer book are strictly to be obeyed.
  - (3) Draw neat diagrams and figures (if necessary) at right places.
  - (4) Assume suitable data if needed.
- 

- Q-1 Attempt the following questions: (14)**
- a) The guidance provided to employees and supervision their work can be called what? (1)  
A) Motivation C) Control  
B) Direction D) Supervision
- b) What can be called the process of directing? (1)  
A) Constant C) Irregular  
B) With intervals D) Ineffective
- c) The chain of direction sequentially moves in which direction ? (1)  
A) From down to up C) Not in any level  
B) Parallel level D) From top to low level
- d) How many types of leadership styles are there ? (1)  
A) One C) Three  
B) Two D) Four
- e) Leadership is which type of process mutually motivating each other ? (1)  
A) Interrupting process C) Seldom Process  
B) Constant process D) No process at all
- f) Into how many sections the decision making method can be divided ? (1)  
A) Five C) Three  
B) Two D) Four
- g) Who has presented theory of bounded rationally ? (1)  
A) Herber Simon C) Donald  
B) A.R.C Duncan D) George R Terry
- h) How many are the main types of Communication ? (1)  
A) Four C) Six  
B) Five D) Seven
- i) Exchange of thoughts and the process of explaining one's thoughts can be called What ? (1)  
A) Planning C) Communication



- B) Organization D) Information Dissemination  
j) How is the relation of employee's motivation with job satisfaction? (1)  
A) Indirect relation C) Partial relation  
B) Direct relation D) No relation  
k) Herzberg has presented a motivational theory. It is called which motivational theory? (1)  
A) 'X' and 'Y' theory C) Two factor theory  
B) Single factor theory D) Tri factor theory  
l) Internal group is not in whose control? (1)  
A) Management C) Chairman  
B) President D) Manager  
m) Which is the final function of management? (1)  
A) Staffing C) Control  
B) Directing D) Planning  
n) How would be the planning without control and control without planning? (1)  
A) Meaningful C) Futile  
B) Working D) Effective

**Attempt any four questions from Q-2 to Q-8**

- Q-2 Attempt all questions (14)**  
(A) Explain guideline principles of direction (7)  
(B) State the functions of a leader : (7)
- Q-3 Attempt all questions (14)**  
(A) State the characteristics of decision making. (7)  
(B) Explain Importance of communication. (7)
- Q-4 Explain techniques of decision making. (14)**
- Q-5 Attempt all questions (14)**  
(A) Explain communication process. (7)  
(B) State the characteristics of motivation. (7)
- Q-6 Attempt all questions (14)**  
(A) Explain Maslow's law. (7)  
(B) Discuss characteristics of group. (7)
- Q-7 Attempt all questions (14)**  
(A) Explain types of groups. (7)  
(B) State advantages of internal group. (7)
- Q-8 Attempt all questions (14)**  
(A) Explain importance of control. (7)  
(B) State the limitations of control. (7)

