

SARDAR PATEL UNIVERSITY
MSW (HR)-IIIrd SEMESTER EXAMINATION- 2017

Subject: Management Functions & Behaviour
Date: 09/11/2017
Day: Thursday

Subject Code: PA03ESHR11
Time: 02:00pm to 05:00pm
Total Marks: 70

SECTION-I

Q. 1 Multiple Choice based Questions

(10)

1. _____ Managers remains in direct contact with other employees producing goods and service outputs of an organization.
 A) First Level B) Middle Level C) Top Level D) None of these
2. Which one is not the task of professional manager?
 A) Managing for Innovation B) Sustaining Leadership Effectiveness
 C) Building Human Organization D) Meeting the challenge of decreasing competition
3. _____ is the process where the information and thoughts are put in the form of symbols.
 A) Encoding B) Decoding C) Channel D) Feedback
4. _____ structure is a permanent organization designed to achieve specific results by using teams of specialists from different functional areas in the organization.
 A) Project B) Committee C) Matrix D) Hybrid
5. _____ skills is a capability to coordinate and put together ideas, thoughts & practices.
 A) Conceptual B) Technical C) Human Relation D) Analytical
7. Which one is not the step of MBO process?
 A) Performance Evaluation B) Performance Appraisal
 C) Providing Feedback D) Reprehensible Monitoring
8. _____ decisions are routine and repetitive in nature.
 A) Mechanistic B) Analytical C) Judgmental D) Adaptive
9. Which of the following is not a leadership style?
 A) Authoritarian B) Bureaucratic C) Behavioural D) Laissez-faire
10. MIS stands for _____.
 A) Managing Informative Systems B) Management Informational Systems
 C) Management Information Systems D) Management for Informative System

(P.T.O.)

Q.2 Define Organizational Structure & explain the various structures of Organization in detail. (15)

OR

Q.2 Write a detailed note on Decision Making Techniques & Processes.

Q.3 Elucidate the tasks of a professional manager in detail (15)

OR

Q.3 Discuss the Planning as a process.

SECTION-II

Q.4 Write a detailed note on Management by Objectives. (15)

OR

Q.4 Define Leadership & explain the Theories of Leadership.

Q.5 Write Short-notes (Any Two) (15)

1. Responsibilities of Professional Manager
2. Managerial Skills
3. Management of Organizational Conflict
4. Managing Change

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(2)