

BACHELOR OF COMPUTER APPLICATIONS (B.C.A.)

EXAMINATION: DECEMBER - 2024/JANUARY-2025

SEMESTER - IV

Sub: Principles and Practice of Management (PPM-II) (BCA 441-18)

Date : 02/01/2025

Total Marks :60

Time: 2.00pm To 4.30 pm

Instructions:

1. All questions are compulsory unless and otherwise stated.
2. Bold figures to the right of every question are the maximum marks for that question.
3. Candidates are advised to attempt questions in order.
4. Answers written illegibly are likely to be marked zero.
5. Use of scientific calculators, Log tables, Mollier Charts is allowed.
6. Draw neat and labeled diagrams wherever necessary.

Q.1. Fill in the blanks.

(5)

- _____ is the process which influences the employee through rewards.
 - Positive motivation
 - Negative motivation
 - Financial motivation
 - Non-financial motivation
- _____ are most the important in the human life and must be satisfied by him only.
 - Physiological needs
 - Safety needs
 - Social needs
 - Esteem needs
- _____ is associated with money.
 - Positive motivation
 - Negative motivation
 - Financial motivation
 - Non-financial motivation
- _____ are concerned with protection.
 - Physiological needs
 - Safety needs
 - Social needs
 - Esteem needs
- In _____ the leader is expected to define the tasks and responsibility of his group members.
 - Directive leadership
 - Supportive leadership
 - Participative leadership
 - All of these

Q.2. State True/False.

(5)

1. The managerial function of staffing involves maturing the organizational structure through proper and effective selection, appraisal and development of personnel to fill the roles designed into the structure.
2. Communication cannot place at least there are 2 persons.
3. Sender is the person who speaks out or sends a written message or ideas to another person.
4. Communication does not help in exchanging ideas and information.
5. Stress has become an inevitable part of our life.

Q.3. Answer the following. (Solve any 5) (10)

1. What is Situational theory?
2. Define Autocratic style.
3. Explain Path goal theory.
4. Define recruitment.
5. State definition of communication according to Keith Devis?
6. What is middle of the road leader?

Q. 4. Answer the following in detail. (Solve any 6) (30)

1. Write a note on process of communication.
2. What are the objectives of motivation?
3. Explain Limitations of Maslow's Theory.
4. What are the techniques of motivation?
5. Explain David McClelland's theory of motivation.
6. Write a note on morale and productivity.
7. What are the principles of leadership?

Q. 5. Answer the following in detail. (Solve any 1) (10)

1. What are the Methods and sources of recruitment?
 2. Explain the principles of direction.
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