PSG COLLEGE OF ARTS & SCIENCE
(AUTONOMOUS)
BCom (CS) DEGREE EXAMINATION MAY 2017
(First Semester)

Branch -CORPORATE SECRETARYSHIP

CORPORATE ADMINISTRATION

Time : Three Hours Maximum : 75 Marks

SECTION-A (20 Marks)

Answer **ALL** questions
ALL questions carry **EQUAL** marks (10 x 2 = 20)

1 What are the three levels of management?
2 What is meant by Scalar Claim?
3 What are repeated use of plans?
4 Write a note on programmed decisions.
5 Define Directing.
6 What are hygiene factors?
7 Differentiate Coordinationform Co-operation.
8 What is Budgetory Control? ' ' '
9 What do you mean by Crisis Management?
10 What is meant by Total Quantity Management?

SECTION - B (25 Marks)

Answer **ALL** Questions
ALL Questions Carry **EQUAL** Marks (5 x 5 = 25)

11 a How can management be recogniset as a Profession?

OR

b Explain Taylor's System of'Functional Foremanship'

12 a State the characteristics of decision-making.

OR

b What are the different types of policies?

13 a State the importance of motivation.

OR

b What are the qualities expected of a leader?

14 a What are the determinants of Coordination?

OR

b State the advantages of Budgetory Control.

15 a State the features of Risk Management.

OR

b What are the types of Crisis Management?

SECTION - C (30 Marks)

Answer any **THREE** Questions
ALL Questions Carry **EQUAL** Marks (3 x 10 = 30)

16 Discuss the general principles of management given by Henry Fayol.

17 Describe the principles of organization.

18 Explain Maslow's theory of motivation.

19 Discuss the characteristics of a good system of control.

20 What are the elements of total quality management? Explain.