

# **2013 Scheme**

**QP Code: 121380**

**Reg. No. ....**

## **First Year MHA Degree Regular/Supplementary Examinations November 2021**

### **Paper I – General Management**

**Time: 3 Hours**

**Max Marks: 100**

- *Answer all questions to the point neatly and legibly • Do not leave any blank pages between answers*
- *Indicate the question number correctly for the answer in the margin space*
- *Answer all parts of a single question together • Leave sufficient space between answers*

**Essays:**

**(2x20=40)**

1. Describe in detail various steps involve in recruitment and selection
2. Explain departmentalization. Give a description of the bases for departmentalization.

**Short Essays:**

**(2x10=20)**

3. Explain decision making and briefly describe the steps involved in decision making.
4. Define the process of Control and explain the various control techniques.

**Short Notes:**

**(8x5=40)**

5. Explain the importance of Grapevine in an organisation
6. Manpower Planning
7. What are planning premises
8. Give a brief account of the importance and need for staffing
9. Explain morale. How is it related to productivity of an organisation
10. Job satisfaction
11. Explain budgeting
12. What are the various sources of power

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