

Subject Code:-

B C A - 2 2 1 T

Subject:-

Principles of Management and
Organisational Behaviour

Roll No:-

TECNIA INSTITUTE OF ADVANCED STUDIES

BCA

Class Test (2025-2026)

Sem: 3rd

Set-1

Date:

Time: 1:00 Hour

Max. Marks: 30

General Instructions:

- All Questions are compulsory. Answers should be brief and to the point.
- It comprises three sections, A, B, and C. you are to attempt all the sections.
- **Section A** – Question No -1 is Very Short Answers type carrying 2 marks each. You are required to answer ALL.
- **Section B**- Question No-2 is Short Answers type question carrying 5 marks each. You are required to attempt any TWO out of THREE questions given.
- **Section C**- Question No -3 is Long Answer type question carrying 10 marks each. You need to attempt any one.
- Students are instructed to cross the blank sheets before handing over the answer sheet to the invigilator.
- No sheet should be left blank. Any written material after a blank sheet will not be evaluated /checked.

		CO	BT	M(10)
SECTION –A				
1.	Attempt All of the following.			(5*2=10)
	a. What do you understand by Organizing? What is the purpose of Planning?	CO2	L1, L2	2
	b. What is Departmentation? What are the usual basis of Departmentation?	CO1	L1, L2	2
	c. Differentiate between Strategic, Tactical and Operational Planning.	CO1	L1, L2	2
	d. What are Programmed Decisions? Give two examples.	CO1	L1, L2	2
	e. What are Non-Programmed Decisions? Give two examples.	CO2	L1, L2	2
SECTION –B				
2.	Answer any Two of the following.			(2*5=10)
	a. What are the functions of the Management Process? Give two examples of key activities associated with each of these functions?	CO1, CO2	L1,L2	5
	b. Differentiate between a Manager, a Leader and an Administrator by giving their Roles and Functions?	CO1, CO2	L1,L2	5
	c. What is a SWOT Analysis? How can we conduct SWOT Analysis for an organization?	CO1, CO2	L1,L2	5
SECTION –C				
3.	Answer any One of the following.			(1*10=10)
	a. What are the key Principles of Scientific Management as given by Frederick Taylor?	CO1	L1,L2	10
	b. What are the 14 Principles of Management given by Henri Fayol?	CO1	L1,L2	10