

**STJOSEPH COLLEGE OF ENGINEERING**  
**DEPARTMENT OF ELECTRICAL AND COMMUNICATION ENGINEERING**  
**MG6851 PRINCIPLES OF MANAGEMENT**

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**Mrs.N.NITHYA/ AP/Department of management studies**

**UNIT-I**

**PART-A (Two mark)**

**1. Define Management?**

According to Knottz and Wehrich “ Management is the process of designing and maintaining of an organization in which individuals working together in groups efficiently accomplish selected aims”

**2. Define Administration :**

According to E.F.L Breech “Administration is that part of management which is concerned with the installation and carrying out of the procedures by which the programme is laid down and communicated and the progress of activities is resulted and checked against plans. This Breech concerns administration as a part of management

**3. Distinguish between management and administration:**

S. NO	Administration	Management
<b>1</b>	It is higher level functions	It is lower level functions
<b>2</b>	It refers to the owners of the organization	It refers to the employees.
<b>3</b>	Administration is concerned with decision making	Management is the concerned with execution of decision
<b>4</b>	Its act through the management	Its act through the organization
<b>5</b>	Administration lays down broad policies and principles for guidance	Management executes these policies in to the practice

**4. List down the scope of management:**

- i. Functional areas of management
- ii. Subject-matter of management
- iii. Management is an inter-disciplinary approach
- iv. Principle of management
- v. Management is an agent of change
- vi. The essentials of management

**5. what is system approach to management?**

The system approach views the organization as unified purposeful system composed of interrelated parts. This way the manager can look at the organization as a whole or a part of the larger outside environment. Activity of any part affects all other parts of the organization .A system can be biological, physical or social.

**6. what is the scientific management:**

Fredrick Windows Taylor is called “father of scientific management”. Taylor attempted a more scientific approach to management as well as the problems and the approach was based upon four principles.

- ❖ Observation and measurement should be used in the organization
- ❖ The employees should be scientifically selected and trained
- ❖ Due to scientific selection and training, an employee has the opportunity earning a high rate of pay
- ❖ A mental revolution in the form of constant cooperation between an employer an employees should be given the benefits of scientific management.

**7. Define Joint sector unit”?**

Joint Stock Company/unit is association of many person who contribute money worth to common stock and explain source trade and also share the profit and losses.

**8. Explain unity of direction:**

Unity of direction signifies each group of activities having the same objective with one head and one plan. All the groups should coordinate and work together to achieve the common goal.

**9. Comment: Management is both – A science and an art:**

The management as both science and art.The science is providing knowledge to the managers and the art will applying the knowledge to particular job.

**10. List the functions of management:**

1. Planning
2. Organising
3. Staffing
4. Coordinating
5. Controlling

**11. List the characteristics of modern management:**

- 1) Management is a continuous process.
- 2) Managers use the resource of the organization both physical as well as human to achieve goals.
- 3) Management aim acts in achieving the organization goals by ensuring the effective use of resources.

**12. How does effectiveness differ from efficiency:**

**Efficiency:**

Efficiency means doing things right. It defines the ability minimize the use of resources in achieving organizational objectives

**Effectiveness:**

Effectiveness means “doing the right thing” “The ability is to determine appropriate objectives.

**13. Mention the characteristics of a bureaucrat system:**

- 1) Well –defined hierarchy
- 2) Division of labor and specialization.
- 3) System of written rules and regulations
- 4) Impersonal relationships between managers and employees
- 5) Selection and evaluation system
- 6) Records
- 7) Illumination experiment
- 8) Relay assembly test room experiment
- 9) Bank wiring test room experiment
- 10) Mass interview program.

**14. what are the specific areas in needs of hierarchy based on Maslow’s theory?**

- 1) Physiological needs
- 2) Safety needs
- 3) Belonging and love needs

- 4) Esteem needs
- 5) Self-actualization needs

**15. what are the challenges of management?**

1. changing employee expectations
2. Building organizational capabilities
3. Job design and organizational structure
4. Changing psychosocial system
5. Technological changes
6. Changes in legal environment

**16. what is globalization?**

All these policies measured clearly reflect the changing attitude of government towards business and the commitment of government to Integrate Indian Economy with the world's economy is called globalization .

**17. Specify h effects of globalization:**

- i. Industrial sector
- ii. Financial sector
- iii. Economic effects
- iv. Information technology
- v. Competition
- vi. Culture
- vii. Technical sector
- viii. Legal /Ethical sector

**18. What is Multinational Corporation (MNC)?**

“An enterprise which own or control production or service facilities outside the country in which they are based”

**19. What are the characteristics of MNC ?**

1. The MNC top manager regards the entire world as the relevant frame reference for making the kinds of resource acquisition, production and market identified.
2. MNC reduction of unit costs through producing more units
3. MNC parent company and its foreign affiliates act in close alliance cooperation with one another.

## **20. Mention any Four Advantages of MNC?**

1. The economy benefits from multiplier and linkage effects resulting from a better use of technology.
2. MNC can promote quality products at lower cost. It is the most benefit to consumers.
3. MNC helps to expand the markets. MNC has access to a much larger market for their product.
4. MNC leads to increase in production export and imports of the required inputs,

## **UNIT-II**

### **21. Define planning?**

Planning is the process of selecting objectives and determining the course of action required to achieve these objectives. Lot of information has to be gathered and process before planning is formulated.

### **22. What are the objectives of planning?**

- ❖ Planning is the primary function of an organization
- ❖ It helps in achieving objectives
- ❖ It is done to cope with uncertainty and change
- ❖ It helps in facilitating control
- ❖ Planning increases organizational effectiveness.
- ❖ Planning guides in decision making

### **23. Define objectives:**

The terms objectives or goals are often used interchangeably. Objectives are the aims, purposes or goals that an organization wants to achieve over varying periods of time. Some time, these objectives maybe intangible to transfer in to action. But with in the frame work of general objectives, managers have time limits with in which the organization has to achieve them.

### **24. Define MBO in planning?**

MBO is the process whereby superior and subordinates managers of an enterprise jointly identify its common goals, define each individuals major areas of responsibility in terms of results expected of him, and use these measures as guides for operating the unit and the contribution of each of its members is assessed.

**25. List any four quantitative forecasting techniques:**

- Jury of executive opinion
- method Delphi method
- Simple moving average
- Waited moving average

**26. Explain the Delphi techniques:**

The Delphi method makes use of a panel of experts, selected based on the areas of expertise required. The Delphi method is an exercise in group communication among a panel of geographically dispersed experts. The technique allows experts to deal systematically with a complex problem or task.

**27. what do you mean by strategy?**

A strategy may also be define as a special type of plan prepared for meeting the challenge posted by the activities of competitors and other environmental forces.

**28. Give the three generic strategies by porter?**

- A strategy is a contingent plan as it is design to meet the demands of a particular situation
- Strategy relate an organization to eats environment, particularly the external environment. Strategy decision, such as objectives setting, actions and resources required to achieve objectives are primarily concerned with external forces.
- Strategy may involve contradictory action. For example, a manager may take an action today and may revise his action tomorrow due to change in this situation,

**29. Define planning premises ?**

Planning premises are the assumptions that should be made about the various element of the environment. It provide the basic frame work in which plans operate. These may be internal or external. The internal premises include organizational polices, resources of the various types, sales forecast and the ability of the organizational withstand the environmental pressures. The external premises include the total factors in tack environment, such as political, social, technological, plans and action etc...

**30. What is expected value of perfect information?**

The expected value of perfect information is calculated by subtracting the expected value with existing information from expected value with perfect information.

**31. Explain the term decision and decision making?**

A Decision making is defined as the process of choosing a course of action from among alternatives to achieve a desired goal. It is the one the functions of management and also a core process of

planning. The management executive takes a number of decision every day. Thus decision may be rational or irrational.

**32. What are the techniques useful while evaluated alternative?**

- ❖ Quantitative and qualitative analysis
- ❖ Marginal analysis
- ❖ Cost effectiveness analysis

**33. Mention the different areas of an organization towards objectives setting?**

- ❖ Market standing
- ❖ Innovation
- ❖ Productivity
- ❖ Resources-physical and financial
- ❖ Profitability
- ❖ Manager performance and development
- ❖ Worker performance, attitude and development
- ❖ public responsibility

**34. What are the advantages of planning ?**

- i. It helps in achieving objectives
- ii. Better utilization of resources
- iii. Economy in operation
- iv. It reduces uncertainty and risk
- v. It improves competitive strength
- vi. It encourages motivation

**35. Define polices:**

Polices are general statements or understanding which provide guidance in decision making to various managers. To ensure a uniform pattern of action.to simplify and speed up the process of decision making. Its secured coordination of efforts and it improves the performance of subordinates.

**36 . Name any four quantitative forecasting techniques:**

- Failure to teach the philosophy of MBO
- Failure to guidelines to goals setter
- Difficulty in setting goals
- Emphasis on short term goals
- Danger of inflexibility
- Time consuming
- Increase paper work.

**37. List the steps in the decision making process?**

- Identification of problems
- Diagnosis and analysis the problem
- Search for alternatives
- Evaluations of alternative
- Selecting an alternatives
- Implementation and follow up

**38. To explain SMART objectives?**

S	Specific	Ensure there is no ambiguity in the objectives-it has a specific outcome to be accomplished
M	Measurable	Is there a form of measurement in the objectives? If it cannot be measured, it will be difficult to asses
A	Achievable	Is it actually possible to achieve the objectives given market conditions, time period, resources allocated,etc..
R	Relevant	Does the objective meet the long term activities of the SGB
T	Time Bound	It means clearly stating when the objectives will be achieved

**39. What is operational plan?**

An operational plan is one that a manager uses to accomplish his or her job responsibility. Supervisor, team leaders and facilitators develop operational plan to support tactical plans. Operational plan can be single use plan or an ongoing plan. Single use plans apply to activities that do not recur or repeat .

**40. What is the importance of setting organizational objectives in a modern complex organization?**

Objectives features in all branches of management. They are one of the most basic and fund a pentally important tools of management. For setting the initial objectives all organizations have a formal, explicitly recognized legal specified organization.. In general the overall objectives of the organization is set by the top management.

### UNIT-III

#### 41. What do you understand by effective organizing?

Effective organizing focuses on finding mistakes in present organizing and avoiding such mistakes by a proper planning. Effective organizing avoids organizational inflexibility and makes the staff work effectively by avoiding conflicts by clarification.

#### 42. Enumerate the advantages of functional organization grouping?

- Since a foreman is responsible for one function, he can perform his duties in a better manner.
- This organization structure makes use of specialist to give expert advice to workers.
- It relieves line executives of routine, specialized decisions which are sometime boresome.

#### 43. What are the limitation of matrix organizational structure?

- Since use of the matrix means the use of multiple commands, managers often end up with conflicts.
- The organizational relationship becomes very complex and there is a great confusion among personnel.
- A matrix organizational is created by deputing the staff temporarily from different functional departments. The project manager do not have a line authority over such person. It may result in lack of commitment to project objectives. It is also very difficult to coordinate such peoples.

#### 44. Define the term scalar chain?

The chain of superiors ranging from top management to bottom management is called scalar chain.

#### 45. Why is informal organization needed?

- Since informal organization gives satisfaction to the workers, it motivates workers and also maintain the stability of the work.
- It fills up the gaps and deficiency of the formal organization.
- It fills up the gaps among the abilities of the manager.
- It is one of the useful channels of the communication.

**46. Site an example for formal and informal organization?**

Formal organization : Government offices, multinational companies, such as nokia, siemens, Hewlett-packard, canon, Xerox etc.

Informal organization: Service sector, workshops, and other small organization.

**47. Distinguish between formal and informal organization?**

s.no	Point of view	Formal organization	Informal organization
1	Origin	Its is created deliberately and consciously by the frames of the organization.	It is created spontaneously and naturally.
2	Purpose	It is created for achieving legitimate objective of the organization.	It is created by the member of the organization for social and psychological satisfaction.
3	Nature	Planned and official	Unplanned and un official
4	Size	It may quite large	It may small in size

**48. What is span of control?**

Span of control means the number of people managed effectively by a single superior in an organization. The term span of control is also known as span of management, span of authority , and span of responsibility. But span of management is a better term because control and supervision are elements of management.

**49. What are limitation of line and staff authority?**

- Lack of staff responsibility
- Danger of undermining line authority
- Dilution of authority
- Lack of proper use of staff
- Resistance to new ideas
- Lack of proper authority

**50. What is decentralization ?**

If the power is fully distributed to the subordinated of the organization, it is called decentralization.

**51. What are the advantage of decentralization?**

- It reduces burden of the management so that it can focus more.
- Attention on strategic management.
- It encourages the decision making and assumption of authority and responsibility
- It facilitates the growth and diversification in the organization.
- It enables the department staff member to complete work early.

**52. What is mean by delegation of authority?**

Delegation of authority is a process which enables a person to assign works to others and delegate them with adequate authority to do it.

**53. What do you understand by over delegation and under delegation?**

**Over delegation:**

Some managers burden their subordinated due to their insecure ability to perform a task and poor time management for the task.

**Under delegation:**

It occurs frequently with false assumptions by manager due to lack of ability on their part of complete the job correct and due to lack of trust in subordinates.

**54. What is purpose of hrm?**

- Recruitment
- Selection
- Training
- Appraisal process

**55. Write down the career stage?**

- Exploration stage
- Establishment stage
- Mid-career stage
- Late-career stage
- Decline stage

**56. Define training ?**

According to B. flippo, training is the act of increasing the knowledge and skills of an employee for doing a particular job.

**57. What Is management by objectives?**

MBO is a process whereby the superior and subordinate manager of an organization jointly identify it common goals.

**58. What is halo effect?**

It is the tendency of the rater to depend excessively on the rating of one. Trait or behavioural is considered in rating all other traits or behavioural considerations.

**59. Write down the tests used in selection process?**

- Aptitude test
- Intelligence test
- Psychomotor test
- Personality test

**60. Define team structure?**

Team structure organizes separate functions into a group based on one overall objectives. These crossfunctional teams are composed of members from different department who work together as needed to solve problems and explore opportunities.

## **Unit-iv**

**61. Distinguish between creativity and innovation?**

The term creativity refers to the ability and power to develop ideas on the other hand innovation means the use of these ideas.

**62. What is meant by brain storming?**

Brainstorming is an excellent way of developing many creative solution to a problem. It works by focusing on a problem, and then coming up with very many radical solutions to it . The essences of brainstorming is a creative conferences ideally of 8 to 12 peoples meeting for less than an hour the develop a long list of 50 or more ideas.

**63. List out few leadership traits?**

- The Michigan studies
- The ohio state university studies
- The managerial grid

**64. Mention any two leadership qualities?**

**Physical qualities:**

Sound health, vitality, appearance, physical and nervous energy, forcefulness, physique, enthusiasm.

**Moral qualities:**

Integrity, moral courage, fair play, will power, sense of purpose objectivity.

**65. List any four types of leadership styles?**

- Autocratic or dictatorial leadership
- Participative or democratic leadership
- Laissez-faire or free-rein leadership

**66. Define motivation?**

According to Koontz and O'Donnell, Motivation is a general term applying to the entire class of drives, desire, needs, wishes and similar forces that induce an individual or a group of people to work.

**67. What is power motive?**

- Intrinsic motivation is called as power motive. Intrinsic motivation is available at the time of performance of work. These motivations provide a satisfaction during the performance of the work itself. Some of the intrinsic motivations are praise, recognition, responsibility, esteem, power, status, participation etc.

**68. What are the different motivational theories?**

McGregor's theory X and Y

**69. Distinguish between motivation and satisfaction?**

**Motivation:**

Management is the art of getting work done by the subordinates in order to attain common goals of the organization. Getting work done is a difficult task.

**Satisfaction:**

After attaining the goals, everyone involved in the same gets happiness or internal feelings.

So, motivation is before attaining the specific task but satisfaction means the happiness comes after attaining the goals.

**70. Distinguish motivators and hygiene factors?**

**Hygiene factors:**

According to Herzberg, maintenance or hygiene factors are necessary to maintain a reasonable level of satisfaction among employees. These factors do not cause satisfaction among employees but their absence will dissatisfy them.

**Motivators:**

Motivational factors create satisfaction to the workers at the time of presence but their absence does not cause dissatisfaction.

**71. Give the meaning of social needs?**

Social needs are for love, friendship exchange of feeling and grievances, recognition, conversation, belongingness, companionship etc. social needs tend to be stronger for some people than for others and stronger in certain situations.

**72. List the hierarchy of needs?**

- Physiological needs
- Safety needs
- Social needs
- Esteem needs
- Self-actualisation needs

**73. Define effective communication?**

If the message sent by the sender to the receiver is understood by the receiver in the same sense it is called effective communication.

**74. Name the various types of communication?**

- Downward communication
- Upward communication
- Horizontal or lateral communication.

**75. Define noise in communication?**

Generally, communication is affected by the noise at any stage. It may be in the sender, the transmission or the receiver stage. If anyone is affected the proper communication will not reach the receiver. To ensure the effective communication, we have to provide a noiseless environment.

**76. Why is management by wandering around considered effective communication?**

A good management always wants to minimize the conflict with effective communication. For example: negative communication, can be easily avoided by wandering around considered effective communication.

**77. What are the sources of culture?**

- Rituals
- Materials symbols
- Language
- Stories

**78. List out the organizational culture?**

- Subculture
- Dominant culture
- Strong culture
- Weak culture
- Authoritarian culture
- Participative culture
- National culture

**79. What is communication?**

Communication is the passing of information from one person to another person.

**80. Define leadership?**

Leadership is the process of influencing the behavior of other towards the accomplishment of goals in a given situation.

**Unit-v**

**81. What is control ?**

Control is a process that guide activity towards some predetermined goals.

**82. What is critical point control?**

The points selected for control process is called critical point. The principle of critical point control is one of the most important control principle states. The effective control requires an attention to those factors critical to evaluate the performance against plans.

**83. List any four types of control?**

- Feedback control
- Concurrent control
- Feed forward control
- Continuous control

**84. What is budget control?**

According to J. BATTY A system which uses budgets as a means of planning and controlling all aspects of production and or selling commodities and services.

**85. What are limitation of budgeting?**

- Inaccuracy
- Expenditure
- Distortion of goals

**86. What are the various types of functional budgets?**

- Sales budget
- Production budget
- Cash budget
- Capital budget
- Master budget

**87. What do you understand by flexi-budgets?**

- A flexible budget is a budget designed to change in the level of activity.

**88. What is zero base budgeting?**

Initially, the budget is designed from a zero-base. The main element is zbb is future objective orientation.

**89. Define productivity?**

Productivity is a measure of how much input is required to produce a given output i.e. the ratio output/ input is called productivity.

**90. Define OR?**

Operation research is a systematic analysis of a problem through scientific method, carried out by appropriate specialists, working together as a team, Finding an optimum and the most appropriate solution to meet the given objective under a given set of constraints.

**91. What are the benefits of increasing productivity for workers?**

- Job satisfaction and job security
- Promotion
- Higher salary
- Better working conditions

**92. Mention the tools and techniques available for making operation more productive?**

- Linear programming
- Assignment problem

- Transportation model
- Game theory
- Pert/cpm method
- Decision tree approach

**93. What is jit?**

In just in time inventory system, the suppliers deliver the materials to the production spot just in time to be assembled. This method reduces the cost of inventory.

**94. What is value engineering?**

It is a special type of cost reduction and product improved technique.

**95. What are the use of computer in handling the information ?**

Computers are used for the following purposes in handing the information

- Sales forecast and control
- Payroll
- Business management
- Accounting
- Personnel management information
- Cost accounting
- Manufacturing information control

**96. What is inventory control?**

The inventory control refer to the control of raw materials an purchased materials in store and regulation of investment in them.

**97. Define linear programming ?**

Linear programming is a versatile mathematical technique in operation research and a plan of action to solve a given problem involving linearly relate variable in order to achieve the laid down objective in the form of minimizing the objective function under given set of constraints.

98. What is PERT and CPM?

In both technique, a project is decomposed into activities and then all activities are integrated in a highly logical sequence to find the shortest time required to complete the entire project.

99. What are the modern techniques of control?

- Management audit
- Return on investment
- PERT and CPM
- MIS

100. What is feed forward control?

It is a preventive technique in nature. This control involves the evaluation of inputs and taking corrective action before a particular operation is completed.

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**VI SEMESTER**

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MRS.N.NITHYA (AP), Department of Management Studies

**UNIT I**

**OVER VIEW OF MANAGEMENT**

**PART B & C (13 & 15 marks)**

1. Define management. What is meant by management process? How do the required managerial skills differ in organisation hierarchy?
2. Discuss the various functions of management
3. Mention the scientific principles of management and also specify the features of scientific management.
4. Write an essay about the contributions made by F.W.Taylor, Henri Fayol. L.Gantt, Frank and Lillian Gilbert, George Elton Mayo and others to the field of management
5. Explain all the modern theories of management
6. Explain the fourteen principles of management, as advocated by Henry Fayol.
7. Explain the effect of globalization and liberalization in the global business environment with examples
8. Is management a Science or Art? Discuss
9. Discuss the various management approach
10. Explain the impact of liberalization quoting examples from software industries
11. Compare and contrast systems approach and contingency approach of management
12. Differentiate between administration, management and organization
13. Explain trends and challenges of management in global scenario
14. Indicate the three levels of management
15. Explain the major characteristics of modern management thought

## **UNIT-II**

### **PLANNING**

#### **PART B & C (13 & 15 marks)**

1. What is planning? Explain the steps involved in planning
2. In detail, explain the importance of planning in the present indian business environment also highlight the different types of plans
3. What are the different types of plans? Explain
4. Describe the various elements in planning
5. What are objectives? How will you set objectives for a manufacturing organization?
6. Describe the hierarchical nature of organizational objectives and explain the guidelines for setting objectives
7. Define MBO. Describe the benefits and weakness of MBO and ways to overcome them
8. Define strategic planning. What are the steps involved in strategic planning?
9. Define forecasting. Explain the various forecasting techniques used for decision making process
10. State and explain the eight recommendations that should be considered by managers for successful implementation of strategies
11. Explain the necessities of strategies policies and planning premises
12. Discuss the major kinds of strategies and policies
13. Write short notes on decision making under different conditions
14. Explain in detail the steps in the decision making process with examples. Also explain in detail any two decision making tools
15. Define decision making and explain the process of decision making that affects the efficiency of the business decisions.

## **UNIT-III**

### **ORGANIZING**

#### **PART B & C (13 & 15 marks)**

1. Explain the nature and purpose of organization. Describe the process of organizing
2. Define matrix organization. Why matrix organization is used? Discuss the problems with matrix management and guidelines for making matrix management effective
3. Describe a case in which matrix organization structure will be effective. Also discuss the advantages and limitations of matrix organization
4. Discuss about the factors determining an effective span of management
5. Give a brief account of at least six mistakes in organizing
6. Explain how formal organization is different from informal organization. Illustrate
7. Explain the line organization with a neat sketch
8. Explain the concept of functional authority. How do you delegate it?
9. Discuss the merits and demerits of a line and staff organization with examples
10. Delegation is the ability to get result through other-discuss. Explain the steps and guidelines to be followed while delegating authority
11. Briefly explain the factors determining the degree of decentralization of authority
12. Bring out the factors affecting centralization/ decentralization. Also highlight the merits and demerits of centralization and decentralization with examples.
13. List the advantages and limitations of decentralization of authority
14. Discuss the type of organization theory followed in recent days by most of the industries
15. Compare between functional structure and divisional structure

**UNIT-IV**  
**DIRECTING**

**PART B & C (13 & 15 marks)**

1. Explain democratic type of leadership with examples
2. Discuss the various leadership behaviour and styles ranging from maximum to minimum
3. Elucidate the different leadership styles. Explain in detail about the Blake and Mounton's managerial grid
4. What do you understand by " leadership style"? describe the leadership styles on a continuum
5. What are some possible implications of theories X and Y, staffing, leading and controlling?
6. Enumerate the assumptions of Mc Gregor's theory X and Y
7. Explain the hierarchy related to motivation
8. Discuss the Maslow's need hierarchy theory. Compare and contrast the maslow and Herzberg theory of motivation
9. Critically examine Maslow's need priority model. How far up the hierarchical ladder do most people progress?
10. Define communication, types of communication. Explain the barriers for effective communication
11. Explain the process of communication. Explain the various types of communication with its relative merits and demerits
12. Explain with a neat diagram the communication process model
13. Explain why management by wandering around considered as effective communication. What are the barriers to effective communication?
14. Identify the barriers and breakdowns in communication and suggest approaches to improve the communication
15. Describe in details about the effect of electronic media in communication process

## UNIT-V

### CONTROLLING

#### **PART B & C (13 & 15 marks)**

1. Discuss the importance of control in organization. Explain the steps involved in the controlling process
2. Explain the necessity and objectives of controlling
3. Explain the steps involved in the process of controlling
4. What are the different types of organizational control? Mention the advantages of using budget as a control.
5. Explain the need for control of overall performance and discuss the widely used techniques of overall control.
6. What are the steps in controlling process and state the essentials of effective control
7. Bring out the different characteristics of an effective budget. Also bring out the different types of budget with its relative merits and demerits
8. Explain the traditional and modern technologies of budgeting in detail
9. Explain the concepts of MIS and the stages involved in establishing MIS.
10. Explain how computers are useful in controlling organizational issues
11. Bring out the importance of productivity measures in any organization. Also in detail enumerate the different productivity enhancement tools used by the organizations in the present competitive scenario.
12. Explain the term operations management and the major managerial activities involved in it.
13. What tools generally found in operation research have been widely used in production and operation management?
14. What are the effective steps for direct control and preventive control?
15. Describe the tools and techniques other than operations research for improving the productivity and discuss the future of operations research