

**Pune Vidyarthi Griha's  
College Of Science and Technology  
S.Y.B.Com ( Semester-III) Regular ATKT Exam 2023-24  
Subject: COMMERCE III**

**Duration: 3 Hrs**

**Date : 23/10/2023**

**Q.P. Code: UBCOMFSIII.3**

**Total Marks: 100**

**Time : 10:00 am To 1:00 pm**

**N.B.**

- (1) All questions are compulsory.
- (2) All questions have internal choice.
- (3) Draw neat diagrams wherever necessary.
- (4) Use of simple calculator is permitted.
- (5) Figures to the right indicate full marks.

**Q.1. Choose the correct answer from the options given below (Any ten)**

**10 Marks**

1. Planning needs to be \_\_  
(Flexible, complicated, rigid)
2. Formal organization structure is \_\_ in nature.  
(Official, unofficial, unstructured)
3. Heuristic technique is a \_\_ technique.  
(Rule of thumb, blind, trial and error)
4. \_\_ skills are also known as interpersonal skills.  
(Human relations, technical, natural)
5. \_\_ style of leadership aims at creating family atmosphere within the organization.  
(Paternalistic, Autocratic, consultative)
6. \_\_ is a statement of anticipated results.  
(Budget, Schedule, MBO)
7. Henry Fayol stated \_\_ principles of management.  
( 10,15, 18)
8. The top level managers require more of \_\_ skills.  
( conceptual, Technical, Directing)
9. The principle of equity refers to \_\_  
(Social justice, equality, disparities)
10. Under differential piece rate system, F.W.Taylor recommended \_\_ rates.
11. Informal organizations make use of \_\_ communication.  
(Upward, grapevine, downward)
12. There must be \_\_ between authority and responsibility.  
(Balance, equity, similarity)

**Q.1.B State whether the following statements are True or False (Any ten)**

**10 marks**

1. Successful functional Departmentation requires good coordination.
2. Leadership is a personal quality.
3. Controlling is measuring and correcting device.
4. Staffing involves selection of right person for the right job.
5. Cultural diversity causes communication problem.
6. Matrix organization is a combination of project and functional organization.
7. Body language has different meaning in different countries.

8. Under Laissez-faire leadership style, complete freedom is given to subordinates for decision making.
9. Line organization is more suitable for small organizations.
10. A budget is a statement of expected results expressed in numerical terms.
11. Management is applicable to business and non business organizations.
12. Division of work leads to Specialization.

**Q.2. Answer any two of the following: 15 Marks**

- a) Define Management. Explain the nature of management.
- b) Discuss any 8 principles of management propounded by Henry Fayol.
- c) Explain the significance of India ethos to management.

**Q.3. Answer any two of the following: 15 marks**

- a) Define Planning and State its importance.
- b) What are the essentials of sound decision making?
- c) Explain the Components of MIS.

**Q.4. Answer any two of the following: 15 marks**

- a) Distinguish between formal and informal organization.
- b) Discuss the bases of Departmentation.
- c) Explain the features of Line and Staff organization.

**Q.5. Answer any two of the following: 15 marks**

- a) Briefly explain different leadership styles.
- b) What are the factors influencing motivation of employees.
- c) What are the essentials of good control system?

**Q.6. Answer any Four Short notes: 20 marks**

- a) Virtual Organization
- b) Verbal and Non-verbal communication
- c) Management skills
- d) Management by Objectives
- e) Span of management
- f) Brainstorming

\*Thank you\*