

IMP → POM

3 year - Question Paper 2013, 2012, 2011.

(Refer to Notes from Wellington)

1) 2013
Ludwick Taylor
(pg 23 to 27) (Read upto contribution of F.W. Taylor)

2) Planning Process
(pg 50) write definition & then process (58, 59, 60)

3) Delegation of authority? what are the obstacles for effective delegation? Problems of delegation & How to overcome?
pg 73, 84
↓ (pg 77)
Responsibility ⇒ pg 86, 87

4) Functions in Management = (Pg 8 to 11)

5) Span of Management? Factors to determine (Pg 101 to 102)

6) "org" structure? Types ⇒ There are generally 7 types
Explain each in short ⇒ Refer pg No. 108 to 125
Note: write their defn, characters (3 to 4)
Advantages (4 to 5) & Disadvantages (4 to 5)

7) (a) SNS Henry Mintzberg (Mintz in Wellington)
(Refer there in D Silva notes)

↓ MBO ⇒ (Pg 67 to 70)

8) Maslow Hierarchy of Needs ⇒ Pg Mintz in Notes
(Refer OS Notes)

2012
Q.1) Motivation \Rightarrow Refer Chapter 6 in Petello Notes.
pg 33 to 39 ~~Chapter (pg 40 to 42)~~
for ~~these~~ theories.

Q.2) Charismatic Leadership? Characteristics?
Refer to 147 pg. ~~(Not in notes)~~ (Shah Javed)
(Who read 143 & 142)

Q.3) Different kind of skills needed by Managers? Relative mix of
these skills at different levels of Organisation. Just
(As per Urlinker) write a little from
every chapter particularly the function - directing, leadership,
supervision, controlling. Q.1.
Refer to the P. Silva Notes.

Q.4) Function of Staffing
refer to question No 11 \Rightarrow (from Answer bank)
M

Q.5) Decision making is ^{part} of planning.
(Not in the notes)

Q.6) Henry Fayol - 14 principles.
refer pg \rightarrow (19 to 23) (19 to 23)

Q.7) Evolution of Management Thought
refer my Note - (from Answer bank)
Q.1.

Q.8) Factors determining Departmentation? Page no. (91) 91
Types of Bureau of Departmentation \Rightarrow pg 93 to 97

- 2011
- 1) Levels of Management → already in 2013
 - 2) Key characteristics of charismatic leaders? Repeat in 2012.
 - 3) What are the steps in Controlling process & Note the essential of effective Control? (pg. 163 to 165)
 - 4) Organizing - why it is important (Note in Notes) (will circulate soon)
 - 5) Henry Fayol's Principal → Repeated in 2012
 - 6) Barriers of Communication → Refer to My Notes Answer - POM - page 10 (10)
 - 7) Leadership style using Managerial Grid (It is means situational leadership Model) Refer to (142). For detail, I shall circulate.
 - 8) Note on the assumptions of McGregor Theory Y (Not in the Notes) shall circulate
 - 9) Stress Management (Not in the Notes)
 - 10) Describe the Cross-Cultural Challenges on Motivation & the challenges Managers face in Motivating unique group of workers. (Not in Notes) (Refer, OB Notes)