

17684

21718

3 Hours / 100 Marks

Seat No.

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- Instructions* – (1) All Questions are *Compulsory*.
(2) Answer each next main Question on a new page.
(3) Illustrate your answers with neat sketches wherever necessary.
(4) Figures to the right indicate full marks.
(5) Assume suitable data, if necessary.
(6) Mobile Phone, Pager and any other Electronic Communication devices are not permissible in Examination Hall.

Marks

- 1. Attempt any FOUR of the following: 20**
- Define management and state its functions.
 - What are the principles of organization.
 - Describe the directing techniques.
 - Mention objectives of HRM.
 - Define job analysis and state its techniques.
 - Mention various sources of recruitment.
 - Explain techniques of motivation.
- 2. Attempt any TWO of the following: 16**
- Why human resource management is essential in an organization?
 - What is MBO? Mention its steps.
 - Explain role and social responsibility of managers.

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- 3. Attempt any TWO of the following: 16**
- a) Distinguish between delegation of authority and decentralization.
 - b) What is staffing? Mention its importance and advantages.
 - c) Explain different steps involved in management planning process.
- 4. Attempt any TWO of the following: 16**
- a) Define controlling and state objectives of controlling.
 - b) Describe various ways of directing people in an organization.
 - c) Explain role and activities of HRM.
- 5. Attempt any TWO of the following: 16**
- a) What is demand forecasting? Describe its two techniques.
 - b) Explain the requirement of HR planning and job analysis.
 - c) Distinguish between training and development.
- 6. Attempt any TWO of the following: 16**
- a) Explain the staff recruitment process and directing methods for workforce.
 - b) Define motivation and explain any two theories of motivation.
 - c) Define performance appraisal? Brief out its process.
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