

**SREENIVASA INSTITUTE of TECHNOLOGY and MANAGEMENT STUDIES  
(AUTONOMOUS)**

**(PRINCIPLES OF MANAGEMENT)**

**QUESTION BANK**

**II MECH / II - SEMESTER**

**REGULATION: R18**



**BY**

**FACULTY INCHARGE :** DR.G.MALYADRI, ASSOCIATE PROFESSOR  
DR.C.JYOTHSNA, ASSISTANT PROFESSOR

**DEPARTMENT :** DEPARTMENT OF MANAGEMENT STUDIES



# SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES

(Autonomous)

Department of Mechanical Engineering

QUESTION BANK

Principles of Management (18MBA221)

II Mech II Semester

L T P C

4 0 0 4

18MBA221 Principles of Management

## Course Educational Objectives (CEO):

**CEO1:** To enable the students to study the evolution of management and organizations

**CEO2:** To study the functions and principles of management and know the applications of principles in an organization.

## UNIT- 1: INTRODUCTION TO MANAGEMENT AND ORGANIZATIONS

Definition of management Science or art Manager Vs entrepreneur-Types of managers - Managerial roles and skills evolution of management- Scientific, human relations, system and contingency approaches Types of business organization- Solo proprietorship, partnership, company- Public and private sector enterprises Organization culture and environment-Current trends and issues in management.

## UNIT-2: PLANNING

Nature and purpose of planning- Planning process- Types of planning-Objectives- Setting objectives - Policies-Planning premises- Strategic management Planning Tools and techniques-Decision making steps and process

## UNIT-3: ORGANISING

Nature and purpose-Foal and informal organization-organization chart-Organization structure-Types - Line and staff authority - Departmentalization- Delegation of authority - Centralization and decentralization - Job design- Human resource management- HR planning, recruitment, selection, training and development, performance management , career planning and management.

## UNIT-4: DIRECTING

Foundations of individual and group behavior - Motivation -Motivation theories Motivational techniques - Job satisfaction- job enrichment - Leadership- Types and theories of leadership - Communication - Process of communication- Barrier in communication - Effective communication- Communication and IT.

## UNIT-5: CONTROLLING

System and process of controlling- Budgetary and non-budgetary control techniques - Use of computers and IT in Management control - Productivity problems and management – Control and performance - Direct and preventive control- Reporting.



# SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES

(Autonomous)

Department of Mechanical Engineering

QUESTION BANK

Principles of Management (18MBA221)

## Course Outcomes:

On successful completion of the course the student will be able to		POs related to COs
<b>CO1</b>	Understand the concepts of organization, management and the role of managers. Then the global management and ethical responsibilities of the engineer to the organization and society.	PO6,PO9,PO10, PO12
<b>CO2</b>	Obtain the knowledge of planning processes, types of plans, strategies, policies and decision making processes. And how to function effectively as a individual and team work with management principles in ethical manner.	PO6, PO8,PO9,PO10, PO11
<b>CO3</b>	Gain the knowledge of organizing, organization structure and the importance of team work in groups, departmentation, staffing, selection and recruitment, understanding of the engineering and management principles.	PO6, PO9,PO10, PO12
<b>CO4</b>	Acquire the knowledge of directing, motivation, leadership, communication in the management of the organization. And they will understand the responsibilities of the individual and team work to manage the organization culture with ethical principles.	PO6, PO8,PO9,PO10, PO12
<b>CO5</b>	Know about the controlling, types of control and how to manage Projects in multidisciplinary environment through proper communication. Then the life-long learning of the management skills in the broadest context of technological change.	PO6, PO9,PO10, PO11,PO12

## Text Books:

1. Total Quality Management, Dale.H.Besterfiled, 3/e, 2010, Pearson Education, New Delhi.
2. Principles of Management, M. Govindarajan and S. Natarajan, Prentice Hall of India Pvt. Ltd.

## Reference Books:

1. Management, Stephen P. Robbins and Mary Coulter, 8/e, Prentice Hall of India.
2. Principles of Management, Charles W.L Hill, Steven L McShane, 2007Megraw Hil Education, Special Indian Edition.
3. Management-A Competency Based Approach, Hellriegel, Slocum and Jackson, 10/e, 2007, Thomson South Western.
4. Management - A global and Entrepreneurial Perspective, Harold Koontz, Heinz Weihrich and mark V Cannice, 12/e, 2007, Tata Mcgraw Hill.
5. Essentials of Management, Andrew J. Dubrin, 7/e, 2007, Thomson South western.



# SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES

(Autonomous)

Department of Mechanical Engineering

QUESTION BANK

Principles of Management (18MBA221)

## QUESTION BANK

Question No.	Questions	PO Attainment
<b>UNIT – 1: Introduction to Management and Organizations</b>		
<b>PART-A (Two Marks Questions)</b>		
1	Define Management	PO6,PO9,PO10, PO12
2	Explain the meaning of Science	PO6,PO9,PO10, PO12
3	Explain the difference between science and art	PO6,PO9,PO10, PO12
4	Define Entrepreneur	PO6,PO9,PO10, PO12
5	Write about the different types of managers	PO6,PO9,PO10, PO12
6	What do you meant by Managerial skills	PO6,PO9,PO10, PO12
7	What are the various roles of managers?	PO6,PO9,PO10, PO12
8	Write about the levels of management	PO6,PO9,PO10, PO12
9	Write about scientific management	PO6,PO9,PO10, PO12
10	What do you mean by sole proprietorship?	PO6,PO9,PO10, PO12
11	Define partnership	PO6,PO9,PO10, PO12
12	List out the roles of management.	PO6,PO9,PO10, PO12
13	How management helps employees in organization	PO6,PO9,PO10, PO12
14	Write about the principles of management	PO6,PO9,PO10, PO12
15	Explain the necessity of principles of management	PO6,PO9,PO10, PO12
16	Define scientific management	PO6,PO9,PO10, PO12
17	What do you meant by private and public enterprises?	PO6,PO9,PO10, PO12
18	What do you meant by organization culture?	PO6,PO9,PO10, PO12
19	Define Top level management	PO6,PO9,PO10, PO12
20	What are the various issues in management?	PO6,PO9,PO10, PO12
<b>PART-B (Ten Marks Questions)</b>		
1	Define Management? Explain in detail the evolution of management	PO6,PO9,PO10, PO12
2	Define organization? Explain the various types of business organizations	PO6,PO9,PO10, PO12
3	Explain how Science differs from Art.	PO6,PO9,PO10, PO12



# SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES

(Autonomous)

Department of Mechanical Engineering

## QUESTION BANK

Principles of Management (18MBA221)

4	Explain the various managerial roles and skills.	PO6,PO9,PO10, PO12
5	Elucidate evolution of management	PO6,PO9,PO10, PO12
6	Write short notes on Scientific approach and Human relations approach.	PO6,PO9,PO10, PO12
7	Explain different types of business organizations.	PO6,PO9,PO10, PO12
8	Write about the differences between Public and Private enterprises.	PO6,PO9,PO10, PO12
9	Write about System approach and Contingency approach of Management.	PO6,PO9,PO10, PO12
10	Differentiate Proprietorship and Partnership type of business,	PO6,PO9,PO10, PO12

Question No.	Questions	PO Attainment
<b>UNIT – 2: Planning</b>		
<b>PART-A (Two Marks Questions)</b>		
1	Define Planning	PO6,PO8,PO9,PO10, PO11
2	What do you meant by Planning process	PO6,PO8,PO9,PO10, PO11
3	Write about the purpose of planning	PO6,PO8,PO9,PO10, PO11
4	Explain the nature of planning	PO6,PO8,PO9,PO10, PO11
5	What are the types of Planning	PO6,PO8,PO9,PO10, PO11
6	Define Objectives	PO6,PO8,PO9,PO10, PO11
7	Define Policies.	PO6,PO8,PO9,PO10, PO11
8	Define Planning premises	PO6,PO8,PO9,PO10, PO11
9	Define Strategic management	PO6,PO8,PO9,PO10, PO11
10	What do you meant by decision making	PO6,PO8,PO9,PO10, PO11
11	Explain decision making steps	PO6,PO8,PO9,PO10, PO11
12	Write about the importance of decision making.	PO6,PO8,PO9,PO10, PO11
13	Define planning tools.	PO6,PO8,PO9,PO10, PO11
14	Write about planning techniques	PO6,PO8,PO9,PO10, PO11
15	Write about decision making process	PO6,PO8,PO9,PO10, PO11
16	Write about strategic management importance.	PO6,PO8,PO9,PO10, PO11



# SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES

(Autonomous)

Department of Mechanical Engineering

QUESTION BANK

Principles of Management (18MBA221)

17	Explain various planning process.	PO6,PO8,PO9,PO10, PO11
18	Differentiate policies and objectives.	PO6,PO8,PO9,PO10, PO11

## PART-B (Ten Marks Questions)

1	Write about the nature and purpose of Planning.	PO6,PO8,PO9,PO10, PO11
2	Define planning. Write about planning process.	PO6,PO8,PO9,PO10, PO11
3	Elucidate Strategic management and its importance.	PO6,PO8,PO9,PO10, PO11
4	Write about planning tools and techniques	PO6,PO8,PO9,PO10, PO11
5	Write about planning premises and various factors affecting planning function.	PO6,PO8,PO9,PO10, PO11
6	Define objectives. Explain the process of objective setting.	PO6,PO8,PO9,PO10, PO11
7	Define decision making. Explain the process of decision making.	PO6,PO8,PO9,PO10, PO11
8	Write a short notes on planning process and planning premises.	PO6,PO8,PO9,PO10, PO11
9	Explain the importance of decision making and list out the steps involved in decision making.	PO6,PO8,PO9,PO10, PO11

Question No.	Questions	PO Attainment
<b>UNIT – 3: Organizing</b>		
<b>PART-A (Two Marks Questions)</b>		
1	Define organizing	PO6,PO9,PO10,PO12
2	Write Short notes on Nature of organizing	PO6,PO9,PO10,PO12
3	Write Short notes on Purpose of organizing	PO6,PO9,PO10,PO12
4	Define formal organization	PO6,PO9,PO10,PO12
5	Define informal organization	PO6,PO9,PO10,PO12
6	What is organizational chart	PO6,PO9,PO10,PO12
7	Define organization structure	PO6,PO9,PO10,PO12
8	List out few organization structures	PO6,PO9,PO10,PO12
9	Define line authority	PO6,PO9,PO10,PO12



# SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES

(Autonomous)

Department of Mechanical Engineering

## QUESTION BANK

Principles of Management (18MBA221)

10	Define Staff authority	PO6,PO9,PO10,PO12
11	What is Departmentalization	PO6,PO9,PO10,PO12
12	Explain delegation of authority	PO6,PO9,PO10,PO12
13	Define centralization	PO6,PO9,PO10,PO12
14	Define decentralization	PO6,PO9,PO10,PO12
15	What is job design	PO6,PO9,PO10,PO12
16	Define HRM	PO6,PO9,PO10,PO12
17	Define Recruitment	PO6,PO9,PO10,PO12
18	Write short notes on selection	PO6,PO9,PO10,PO12
19	What is Training and Development	PO6,PO9,PO10,PO12
20	Define Career Planning	PO6,PO9,PO10,PO12

### PART-B (Ten Marks Questions)

1	Define organizing? Explain its nature and purpose in the organization?	PO6,PO9,PO10,PO12
2	What is Organization structures and explain its types in detail?	PO6,PO9,PO10,PO12
3	Describe in detail about Formal and Informal organization structures?	PO6,PO9,PO10,PO12
4	What is organizational chart? Explain the types of organizational charts?	PO6,PO9,PO10,PO12
5	Describe in detail about line and staff authority?	PO6,PO9,PO10,PO12
6	What is Departmentalization? What are its various types?	PO6,PO9,PO10,PO12
7	Discuss in detail about delegation of authority?	PO6,PO9,PO10,PO12
8	Write about centralization and decentralization?	PO6,PO9,PO10,PO12
9	What is job design? What are its various types?	PO6,PO9,PO10,PO12
10	Explain about the process of Human Resource Management?	PO6,PO9,PO10,PO12

Question No.	Questions	PO Attainment
<b>UNIT – 4: Directing</b>		
<b>PART-A (Two Marks Questions)</b>		
1	What is individual behavior	PO6,PO8,PO9,PO10,PO12
2	Define group behavior	PO6,PO8,PO9,PO10,PO12



# SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES

(Autonomous)

Department of Mechanical Engineering

## QUESTION BANK

Principles of Management (18MBA221)

3	Write a short notes on motivation	PO6,PO8,PO9,PO10,PO12
4	Explain any two factors which influence motivation	PO6,PO8,PO9,PO10,PO12
5	Define job satisfaction	PO6,PO8,PO9,PO10,PO12
6	What is job enrichment	PO6,PO8,PO9,PO10,PO12
7	Define leadership	PO6,PO8,PO9,PO10,PO12
8	Explain any two types of leadership styles	PO6,PO8,PO9,PO10,PO12
9	What is communication	PO6,PO8,PO9,PO10,PO12
10	Define effective communication	PO6,PO8,PO9,PO10,PO12
11	Write any two steps in communication process	PO6,PO8,PO9,PO10,PO12
12	Explain any two barriers of communication	PO6,PO8,PO9,PO10,PO12
13	What is meant by communication in information technology	PO6,PO8,PO9,PO10,PO12
14	Difference between job satisfaction and job enrichment	PO6,PO8,PO9,PO10,PO12
15	How information technology needs communication.	PO6,PO8,PO9,PO10,PO12

### PART-B (Ten Marks Questions)

1	Distinguish between individual behavior and Group behavior	PO6,PO8,PO9,PO10,PO12
2	Explain about Motivation theories	PO6,PO8,PO9,PO10,PO12
3	Write different motivational techniques	PO6,PO8,PO9,PO10,PO12
4	Differentiate between job satisfaction and job enrichment	PO6,PO8,PO9,PO10,PO12
5	Write different features of Leadership	PO6,PO8,PO9,PO10,PO12
6	Explain different types of leadership.	PO6,PO8,PO9,PO10,PO12
7	Write different theories of Leadership	PO6,PO8,PO9,PO10,PO12
8	Explain different steps in communication process	PO6,PO8,PO9,PO10,PO12
9	Explain barriers of communication	PO6,PO8,PO9,PO10,PO12
10	Explain the role of communication in information technology.	PO6,PO8,PO9,PO10,PO12

Question No.	Questions	PO Attainment
<b>UNIT – 5: Controlling</b>		
<b>PART-A (Two Marks Questions)</b>		
1	Define controlling	PO6,PO9,PO10,PO11,PO12
2	Write any two features of communication	PO6,PO9,PO10,PO11,PO12
3	What is budgetary control	PO6,PO9,PO10,PO11,PO12
4	Short notes on Cash budget	PO6,PO9,PO10,PO11,PO12





# SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES

(Autonomous)

Department of Mechanical Engineering

## QUESTION BANK

Principles of Management (18MBA221)

5	Short notes on balance sheet budget	PO6,PO9,PO10,PO11,PO12
6	What is project budget	PO6,PO9,PO10,PO11,PO12
7	What is fixed cost	PO6,PO9,PO10,PO11,PO12
8	Define semi variable cost	PO6,PO9,PO10,PO11,PO12
9	Define Break even point	PO6,PO9,PO10,PO11,PO12
10	What is document preparation	PO6,PO9,PO10,PO11,PO12
11	What is economic productivity	PO6,PO9,PO10,PO11,PO12
12	Define Direct control	PO6,PO9,PO10,PO11,PO12
13	Define Reporting	PO6,PO9,PO10,PO11,PO12
14	What is flexibility in Report writing	PO6,PO9,PO10,PO11,PO12
15	What is control theory.	PO6,PO9,PO10,PO11,PO12
<b><u>PART-B (Ten Marks Questions)</u></b>		
1	Explain different steps in controlling process.	PO6,PO9,PO10,PO11,PO12
2	Explain types of budgetary controlling techniques	PO6,PO9,PO10,PO11,PO12
3	Write about operating budget	PO6,PO9,PO10,PO11,PO12
4	Explain on non-monetary budgets	PO6,PO9,PO10,PO11,PO12
5	Write on Non budgetary control techniques	PO6,PO9,PO10,PO11,PO12
6	Explain the uses computer in management	PO6,PO9,PO10,PO11,PO12
7	Explain productivity problems in management	PO6,PO9,PO10,PO11,PO12
8	Explain control theory of performance management system	PO6,PO9,PO10,PO11,PO12
9	Explain advantages of Preventive control	PO6,PO9,PO10,PO11,PO12
10	Explain objectives reporting to management	PO6,PO9,PO10,PO11,PO12

\*\*\*ALL THE BEST\*\*\*