

**Assessment**

**Total Marks: 30**

**Q: 1: Short questions:**

15

- I. Define the term "Management".
- II. List different levels of management.
- III. Define the term "equity" as a principle of management.
- IV. State the various functions of management.
- V. Match the expression given in column 1 with These given in column 2

Column 1

Column 2

- |                               |  |
|-------------------------------|--|
| a) Management as a discipline | i) team of managers                                    |
| b) Management as a process    | ii) code of conduct for professionals                  |
| c) Management as a group      | iii) developed and grown through practice and Research |
| d) Management as a profession | iv) series of inter-related activities                 |

- i. The following table contains the function, position and different levels of management.

Pick one from each column and make a meaningful combination.

<b>Levels of Management</b>	<b>Position</b>	<b>Functions</b>
(A) Top	a) Departmental Heads and Managers	(i) Identifying the departmental objectives and guiding lower level towards achievement of those objectives
(B) Middle	b) Board of directors and chief executives	ii) Carrying out the operations and their supervision
(C) Lower	c) Supervisors and Foreman	iii) Defining the objectives and formulating the policies

Q.2. “Planning is looking forward; whereas controlling is looking back”. Explain the statement. (7)

**Case Study** (8)

The directors of Vision Tech have reorganized their business. William Davis is now Chairman, Vijhay Singh finance manager, and Irene Rogers is the floor in charge (supervisor).

Keeping in view the above situation answer the following questions:

1. What is meant by the hierarchy of management?
2. How does William Davis know about any problem on the factory floor
3. Who determines the objectives for the business?
4. Who will ensure that the work is carried out properly and on time?