

ASSESSMENT # 3 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 expressions given in column 1 with those given in column 2

Column 1

Column 2

- | | |
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| <ul style="list-style-type: none"> a) Management as a discipline b) Management as a process c) Management as a group d) Management as a profession | <ul style="list-style-type: none"> i) team of managers ii) code of conduct for professionals iii) developed and grown through practice and research iv) series of inter-related activities |
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- i. The following table contains the functions, positions and different levels of management. Pick one from each column and make a meaningful combination.

Levels of Management	Position	Functions
(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 Foremen	ii. Defining the objectives and formulating the policies

Q.2. “Planning is looking forward; whereas controlling is looking back”. Explain this

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statement. (7)

Case Study (8)

The directors of Vision Tech have reorganised their business. William Davis is now Chairman, Vijhay Singh is 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 problems 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?