



BCA/BOM-603

2024

(6th Semester)

BACHELOR OF COMPUTER APPLICATIONS

Paper : BOM-603

(Business Organization and Management)

Full Marks : 70

Pass Marks : 45%

Time : 3 hours

(PART : B—DESCRIPTIVE)

(Marks : 45)

*The figures in the margin indicate full marks
for the questions*

1. (a) Discuss the advantage and disadvantage of a joint stock company form of organization. 4
- (b) What do you understand by organization? What are the basic forms of business organization? 5

Or

- (a) Briefly explain the concept of corporate social responsibility. 5
- (b) Define solo trading. State its characteristics. 4

2. What is business combination? Explain all five types of business combination and write down its advantages and disadvantages.

2+5+2=9

Or

- (a) Explain the usefulness of mail order business. What types of product are generally handled by them? Specify. 6
- (b) Write down the characteristic of wholesalers. 3
3. (a) Write down the role of a Manager. 3
- (b) Explain the four principles of scientific management. 4
- (c) What are the activities included in lower level management? 2

Or

Explain :

3+3+3=9

- (a) Paternalistic style of working
- (b) Democratic style of working
- (c) Laissez-faire style of working
4. (a) Why is planning essential in a business? How can it be made effective?

2+3=5

(3)

- (b) Write a note on the appraisal of plans. 4

Or

- (a) Explain the principle of organizing. 4

- (b) Explain the function of management with proper diagram. 5

5. (a) Discuss the importance of staffing of an organization. 3

- (b) Describe the various barriers to communication. What measure would you suggest to overcome them? 6

Or

In your view, which leadership theory has the greatest practical application? Justify with example. 9

2 0 2 4

(6th Semester)

BACHELOR OF COMPUTER APPLICATIONS

Paper : BOM-603

(**Business Organization and Management**)

(PART : A—OBJECTIVE)

(Marks : 25)

The figures in the margin indicate full marks for the questions

A. Put a Tick (✓) mark against the correct answer in the brackets provided :

1×10=10

1. The heart of management is

(a) planning ()

(b) organization ()

(c) controlling ()

(d) coordinating ()

2. Management is a wider concept than administration according to

(a) Oliver Shelton ()

(b) Fayol ()

(c) Hernold Koontz ()

(d) William Newman ()

3. A manager needs three skills such as technical, human and

(a) conceptual ()

(b) process ()

(c) accuracy ()

(d) None of the above ()

4. Control is the function of

(a) top level management ()

(b) lower level management ()

(c) all managers ()

(d) None of the above ()

5. Authority is the right to give

- (a) power ()
- (b) order ()
- (c) responsibility ()
- (d) All of the above ()

6. Leadership style which takes decisions with subordinate is

- (a) democratic leadership ()
- (b) autocratic leadership ()
- (c) laissez-faire leadership ()
- (d) paternalistic leadership ()

7. _____ is guide to action.

- (a) Strategy ()
- (b) Planning ()
- (c) Policy ()
- (d) Procedure ()

8. The scientific technique of task setting is known as
- (a) work study ()
 - (b) motion study ()
 - (c) time study ()
 - (d) method study ()
9. Which of the following is not a function of management?
- (a) Planning ()
 - (b) Profit earning ()
 - (c) Staffing ()
 - (d) Budgeting ()
10. Which among the following is not a subsidiary function of management?
- (a) Decision making ()
 - (b) Innovation ()
 - (c) Communication ()
 - (d) Motivation ()

B. State whether the following statements are *True (T)* or *False (F)* by putting a Tick (✓) mark : 1×5=5

1. Policy formulation is the function of middle level management.

(T / F)

2. Henry Fayol was a social scientist.

(T / F)

3. Teamwork is very important for an organization.

(T / F)

4. Foremen are the part of top management.

(T / F)

5. Directing is the next step to the planning.

(T / F)

C. Answer the following questions in short :

2×5=10

1. Write down the key feature of a partnership firm.

2. Write down five main aims and objectives of rationalization.

3. Distinguish between management and administration. Write at least five points each.

4. Why is communication important in organization?

5. Define motivation. Write down the characteristic of motivation.
