

# Management & Production Planning

**March 2007**

Time: 3 Hours

Marks: 100

**NB:**

1. All questions are **compulsory**.
2. Figures to the **right** indicate **full** marks.
3. Answers to the **two** sections should be written in the **same** answer book.

## **Section I**

Q.1 Explain the meaning of any seven of the following terms in not more than five lines each :- **14**

- (a) Unity of Command.
- (b) Fatigue Study.
- (c) Linear Programming.
- (d) M. B. O.
- (e) Line and Staff.
- (f) Span of Management.
- (g) Principle of Exception.
- (h) ) Budgetary Control.
- (i) Aptitude Test.
- (j) Decentralisation.

Q.2 Answer any three of the following questions:- **18**

- (a) Define management and explain its characteristics.
- (b) Discus Gandhian Principle of Trusteeship.
- (c) Define planning and explain any five components of planning.
- (d) What do you mean by organising? Explain the steps in organising process.
- (e) What is departmentation? Explain the bases of departmentation.
- (f) State and explain the characteristics of Matrix Organisation.

Q.3 Answer any three of the following questions:- **18**

- (a) What is staffing? Explain the factors affecting staffing.
- (b) Briefly describe the steps in selection procedure.
- (c) Explain Herzberg's two factor theory of motivation.
- (d) Define leadership and explain the qualities of a successful leader.
- (e) What do you mean by controlling? Explain the steps in control process.
- (f) "Co-ordination is an essence of management" explain.

**OR**

Q.3 Write short notes on any three of the following:- **18**

- (i) Management as a Profession.
- (ii) Techniques for Non-Programmed decisions.
- (iii) Graicunas Theory.
- (iv) Informal Organisation.
- (v) Role of Interview.
- (vi) Leadership Style.

**SECTION II**

Q.4 Explain the meaning of any seven of the following terms in about five lines each:- **14**

- (a) Human Resource Management.
- (b) 360° Appraisal.
- (c) Product Design.
- (d) Refresher Training.
- (e) Routing.
- (f) Production and Productivity.
- (g) Job Production.
- (h) Quality Assurance.
- (i) ABC Technique.
- (j) Reorder Point.

Q.5 Answer any three of the following questions:- **18**

- (a) What is Human Resource Development? Explain its Scope.
- (b) Explain on-the-job methods of training and development.
- (c) Explain the limitations of performance appraisal.
- (d) What is production planning and control? Explain its objectives.
- (e) Explain the characteristics of a good product design.
- (f) What is continuous production system? Explain its advantages.

Q.6 Answer any three of the following questions:- **18**

- (a) Explain the factors affecting industrial productivity.
- (b) Explain the importance of suitable plant location.
- (c) What is Quality Control? Explain any four techniques of Quality Control.
- (d) Explain the problems in implementation of Total Quality Management in India.
- (e) Explain the steps in Materials Requirement Planning.
- (f) What do you mean by Inventory and Inventory Control? Explain Inventory Carrying Cost and Stock-out Cost.

**OR**

Q.6 Write short notes on any three of the following:- **18**

- (i) Human Resource Accounting.
- (ii) Importance of Performance Appraisal.

- (iii) Functions of Production Management.
- (iv) Flexible Manufacturing System
- (v) Quality Circle.
- (vi) Objectives of Inventory Management.