

**BACHELOR OF COMMERCE
SECOND SEMESTER
BUSINESS ORGANISATION AND MANAGEMENT
BCM-204**

Duration : 3 hrs.

Full Marks: 70

[PART-A: Objective]

Time : 20 min.

Marks : 20

Choose the correct answer from the following:

1X20=20

1. The Maximum number of banking partners can be fixed at the following?
a. 5
b. 20
c. 10
d. Unlimited
2. A large organization with separate legal status is known as?
a. Sole proprietorship
b. Joint stock company
c. Partnership
d. all of them
3. In which type of business, the owner and his business are not considered the same in the eyes of law?
a. Sole proprietorship
b. Partnership
c. Limited companies
d. a and c
4. Which one of the following is the CORRECT sequence of stages in the formation of a company?
a. Promotion, incorporation, capital subscription, the commencement of business
b. Incorporation, capital subscription, promotion, the commencement of business
c. Promotion, the commencement of business, incorporation, capital subscription
d. Promotion, Incorporation, Certificate of commencement, capital subscription
5. Which of the following cooperative society is established to help small producers in selling their products?
a. Producer cooperative society
b. Marketing cooperative society
c. Credit cooperative society
d. Consumers cooperative society
6. Hindu Succession Act was passed in
a. 1960
b. 1956
c. 1952
d. 1932
7. The karta in Joint Hindu family business has
a. No liability for debts
b. Unlimited liability
c. Joint liability
d. Limited liability
8. The Practice of Management written by _____
a. Peter F. Drucker
b. Terry
c. Louis Allan
d. Henry Fayol

9. Henry Fayol laid down _____.
- | | |
|------------------|------------------|
| a. 12 principles | b. 13 principles |
| c. 14 principles | d. 15 principles |
10. Espirit de corps means _____
- | | |
|----------------------|----------------------------|
| a. union is strength | b. service is our motto |
| c. buyer beware | d. product is our strength |
11. Every subordinate should receive orders from and be accountable to only one superior is _____.
- | | |
|-----------------------|---------------------|
| a. Unity of direction | b. Unity of command |
| c. Centralization | d. Scalar chain |
12. Which type of organization gives importance to people and their relationships?
- | | |
|-----------------------------|---------------------------|
| a. formal organization | b. informal organization |
| c. business or organisation | d. strategic organization |
13. Which of the following statement best described the principle of 'Division of work '?
- | | |
|--|-------------------------------|
| a. work should be divided into small tasks | b. labour should be divided |
| c. resource should be divided among jobs | d. it leads to specialisation |
14. The term hierarchy implies _____
- | | |
|------------------------|-----------------------------|
| a. departmentalisation | b. a definite ranking order |
| c. specialisation | d. None of these |
15. _____ are guides to action
- | | |
|-------------|--------------|
| a. strategy | b. planning |
| c. policies | d. procedure |
16. Which among the following is not the principles of organisation?
- | | |
|------------------------|-------------------|
| a. Unity of objectives | b. Specialisation |
| c. Span of control | d. Initiative |
17. Span of management refers to _____
- | | |
|--|--|
| a. number of managers | b. length of term for which a manager is appointed |
| c. number of subordinates under a superior | d. number of members in top management |
18. The process of sharing authority by superior to subordinate is _____
- | | |
|-------------------|-------------------|
| a. Delegation | b. Accountability |
| c. Centralisation | d. Responsibility |
19. Which of the following is a financial incentive
- | | |
|-----------------|----------------------------|
| a. promotion | b. stock incentive |
| c. job security | d. employees participation |

20. Performance appraisal serves as a basis for _____
- a. Training
 - b. Promotion
 - c. performance
 - d. staffing

(PART-B : Descriptive)

Time: 2 HRS 40 MINS

Marks : 50

[Answer question no.(1) & any four (4) from the rest]

- | | |
|--|--------|
| 1. Discuss briefly the different types of business organisations stating their unique features. | 10 |
| 2. Discuss the features and advantages of Limited Liability Partnership (LLP) firm. Highlight how LLP firm varies from a partnership firm. | 5+5=10 |
| 3. Critically analyse Fayol's 14 Principles of Management. | 10 |
| 4. Define MSME. Discuss the challenges faced by MSME. | 6+4=10 |
| 5. Discuss the process involved in MBO. | 10 |
| 6. State the requirements for effective control system. | 10 |
| 7. What do you mean by social responsibility of business? Support your answer with suitable examples. | 7+3=10 |
| 8. Write short notes on: | 5+5=10 |
| (a) Memorandum of Association | |
| (b) Articles of Association | |

== *** ==