

St Aloysius College (Autonomous)
Mangaluru
Semester I – Diploma Examination – P.G.D.B.M/ D.B.M
December - 2023
ORGANIZATION BEHAVIOUR

Time: 3 hrs.

Max Marks: 100

PART - A**Answer any ONE question:****(1x20=20)**

1. Define the term Group behavior. Explain the Factors affecting group behavior.
2. How can organizations take precautions to make communication Effective? Discuss with examples.

PART - B**Answer any FIVE questions:****(5x10=50)**

3. What is organization Behavior? Explain the various models of it.
4. Discuss a various employed personality assessment method in an organization.
5. Explain the techniques used for decision making.
6. What is planning? Explain the various levels of planning.
7. Explain the barriers to effective communication.
8. Discuss the various Steps in the Planning Process.
9. Elaborate the different types Personality Traits.
10. Explain the various formats of organisation structure.

PART - C**Answer any TWO questions:****(2x15=30)**

11. Describe the importance of controlling in an organization? Discuss various techniques of it.

OR

What do you mean Organization? Explain the different elements of organization.

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12. Case Study (Compulsory)

Super Engineering Company was a multi-locational light engineering company. It has manufacturing facilities at Hyderabad, Pondicherry and Indore. The company adopted budgetary system with main emphasis on production and expenses budgets. The budget targets used to be set on the basis of analysis of production facilities and production operations. While two units located at Hyderabad and

Pondicherry were working properly and were able to meet their budget targets, Indore unit was notable to do so.

Mr. Manohar was transferred to Indore unit as plant manager. He joined the company about eight years back as engineer trainee and became the assistant plant manager at Hyderabad unit, the biggest of the three units. Manohar was very ambitious and a little bit autocratic. He believed in the exercise of authority and control to carry out his instructions. He was high achiever and believed in getting things done. He got quick promotions in the company. Immediately after joining at Indore unit as plant manager, Manohar made preliminary study of the plant and issued instructions to all departments to reduce their expenses by five per cent. A fortnight later, he instructed the departments to increase production by ten per cent. He also instructed all supervisors to strictly adhere to budgets. He introduced several new reports and watched the operations very closely. He suspended two supervisors the second month for not meeting the budget targets. Subsequently two supervisors left the plant. With all his efforts, the unit was very much on the right track and within six months exceeded the new budgeted figures by eight per cent. On setting the plant right, he was called back at Hyderabad, the productivity at Indore unit fell below the earlier level and the budget was again in trouble.

Questions:

- a) Analyze the type of organizational climate created by Manohar at Indore unit? **(8)**
- b) Why was there a drop in productivity at the unit after Manohar left it? **(7)**

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MATERIALS MANAGEMENT AND STORES CONTROL

Time: 3 hrs.

Max Marks: 100

PART - A

Answer any ONE question:

(1x20=20)

1. With a format of the purchase order analyse the purchasing cycle from the point of making the indent to the point of acceptance of material after stores inspection.
2. With the format of an Annual stock Taking sheet analyse the following.
 - a) Procedure for stock taking
 - b) Objectives of stock taking
 - c) Contents of the stock taking sheet

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PART - B

Answer any FIVE questions:

(5x10=50)

3. What do you understand by value Analysis? Explain.
4. With a format explain the meaning and uses of a Bin card.
5. Briefly explain any ten types of inventory.
6. With a format give the meaning and uses of a Material Indent.
7. Explain the meaning and uses of 'Centralised' and 'Decentralised' purchasing.
8. Do you support or oppose the concept of just in time inventory? Give reasons to justify your answer.
9. Give your observations on purchasing ethics.
10. 'Make or Buy' decisions. Explain both the concepts.

PART - C

Answer any TWO questions:

(2x15=30)

11. With a sketch of a store layout, explain the various sections in a factory store.
12. In the context of the techniques of Inventory control, explain the following
 - a) Objectives of Inventory control
 - b) Economic order Quantity with a sketch.
13. a) With a sketch explain the ABC Analysis and the various cost and revenue curves.
b) What polices do you suggest for category 'A' items.

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Semester I – Diploma Examination – P.G.D.B.M./ D.B.M.

December - 2023

ACCOUNTING AND FINANCE FOR MANAGERS

Time: 3 Hours

Max. Marks: 100

PART - A

Answer any ONE question:

(1x20=20)

1. Define budgetary control? Explain the classification and uses of budgetary control?
2. Explain the different Accounting concepts and conventions.

PART - B

Answer any FIVE questions:

(5x10=50)

3. What is accounting? Explain the merits and demerits of accounting.
4. What is ratio analysis? Explain the benefits and limitations of ratio analysis.
5. What is financial management? Explain the scope and functions of financial management.
6. Explain the following:
 - a) Operating cycle
 - b) Capitalization
7. What is financial planning? Explain the steps and factors affecting financial planning.
8. What is capital budgeting? Explain the features and objectives of capital budgeting.
9. Explain the features and objectives of accounting.
10. How to create a successful financial plan? Explain the golden rules of financial planning.

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PART - C

Answer any TWO questions:

(2x15=30)

11. Explain any three types of ratio analysis.
12. What is working capital? Explain the sources, objectives and determinants of working capital.
13. Write a note on the following:
 - a. Estimation of working capital
 - b. Accounting cycle
 - c. Capital budgeting process.

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Semester I – Diploma Examination – P.G.D.B.M/D.B.M

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HUMAN RESOURCE MANAGEMENT AND INDUSTRIAL RELATIONS

Time: 3 hrs.

Max Marks: 100

PART - A

Answer any **ONE** question:

(1x20=20)

1. Analyze the operative and managerial functions of Human Resource Management.
2. "Recruitment is positive whereas Selection is negative" – Discuss the statement along with the differences between the two.

PART - B

Answer any **FIVE** questions:

(5x10=50)

3. What can lead to an Induction crisis? Explain.
4. Explain the meaning and objectives of Job Evaluation.
5. What advice would you give to a friend, who has come to you for advice to prepare for an interview for a Manager's Post?
6. Describe the various sources of recruitment.
7. What are the uses and importance of Performance Appraisal?
8. Write short notes on:
 - a) Lay off
 - b) Retrenchment
 - b) Dismissal
 - d) Discharge
9. Analyze the problems faced by trade unions in India.
10. Describe the concept of 'Workers' Participation in Management'.

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PART - C

Answer any **TWO** questions:

(2x15=30)

11. What are the competencies of a good interviewer?
12. Explain the different stages of Selection process.
13. Describe the disciplinary procedure followed in most of the organizations in India.

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**Semester I – Diploma Examination – P.G.D.B.M/ D.B.M
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ENTREPRENEURSHIP AND SMALL BUSINESS MANAGEMENT

Time: 3 hrs.

Max Marks: 100

PART - A

Answer any ONE question:

(1x20=20)

1. Distinguish between an entrepreneur and a business person and explain any 25 qualities of an entrepreneur.
2. List down any ten factors -
 - a) To identify sick industries.
 - b) Analyse any ten causes of industrial sickness.

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PART - B

Answer any FIVE questions:

(5x10=50)

3. Do you feel Franchising is a very good business option? Give seven reasons to back your answers.
4. What according to you are the strengths of a small business enterprise?
5. Do small business enterprises face problems? State any ten of those problems.
6. Explain any eight types of entrepreneurs.
7. Analyse any ten factors that motivate a person to become an entrepreneur.
8. Analyse the five elements of total quality management.
9. Explain the concept of consortium lending.
10. Give any five insurable risks and any six uninsurable risks of an entrepreneur.

PART - C

Answer any TWO questions:

(2x15=30)

11. Analyse any 15 factors to be considered before salting up a business.
12. Analyse the role played by small enterprises in a country like India.
13. What is the difference between
 - a) A commercial bank and a financial institution.
 - b) Analyse any ten functions of the small Industries development Bank of India (SIDBI).
