

University of Asia Pacific
Department of Civil Engineering
Final Examination Spring 2012
Program : B.Sc Engineering (Civil)

Course Title: Principles of Management
Time: 2 hour

Course Code: IMG 301
Full Marks: 100

Answer any 6 (Six) of the following questions. All questions are of equal value.

01. Define and explain management. "All managers' carryout managerial functions, but the time spent for each function may differ"-discuss. What are the differences between productivity, effectiveness and efficiency?
02. Discuss the various types of skills essential for managers. How do the required managerial skills differ in the organizational hierarchy? Why you need to study management as a student of civil engineering department?
03. Discuss the relationship between objectives and the organizational hierarchy. Define & explain strategy. Discuss the TOWS Matrix for strategy formulation.
04. What do you mean by formal and informal organization? How authority is delegated and what are the processes of delegation? Discuss the advantages and limitations of decentralization.
05. Define leadership. Discuss the ingredients of leadership. Show managerial grid to describe managerial styles.
06. What is meant by controlling? Discuss the system and process of controlling. Briefly discuss the control techniques.
07. What do you mean by 'time management'? Why you need to study 'time management'? Describe the process of 'time management'.
08. Write short note on any four of the following:
(a) MBO, (b) Decision making, (c) HRM, (d) Motivation, (e) MIS, (f) Ethics in business,