

QP Code: 121380 (New Scheme)

Reg. No.:.....

First Year MHA Degree Examinations September 2017

(2013 Scheme)

PAPER I –GENERAL MANAGEMENT

Time: 3 Hours

Max Marks: 100

- **Answer all the questions**

Essays:

(2x20=40)

1. Discuss the functions of management.
2. What is a grievance. Explain the grievance handling mechanism in a large industry.

Short Essays:

(2x10=20)

3. Describe the steps involved in planning.
4. Briefly explain the various methods of performance appraisal.

Short Notes:

(8x5=40)

5. Recruitment and selection.
6. Formal and informal organizations.
7. Training and development
8. Job analysis and job description
9. Fringe benefits and incentives.
10. Span of control.
11. Accident prevention in organizations.
12. Worker participation in management.
