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| **SESSION** | **AUG 2022** |
| **PROGRAM** | **BACHELOR OF COMMERCE (B.COM.)** |
| **SEMESTER** | **I** |
| **course CODE & NAME** | **DCM1105 – PRINCIPLES OF BUSINESS****MANAGEMENT** |

**Assignment Set – 1**

**1. Discuss the main characteristics of management in an organisation.**

**Ans: Let’s understand in detail the characteristics of management:**

**• It is goal oriented:** No organisation can work if it does not have any goals. For instance, the goal of a form can be to increase sales. Management always strives to achieve such goals through coordinated efforts of individuals in an organisation.

**• It is pervasive:** Irrespective of the nature and size of an organisation, management is required by all. For Its Half solved only

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**2. Differentiate the qualities of the following two kinds of managers: -**

**a) Coaching manager**

**Ans: Coaching managers**

Coaching managers usually take on a teacher-like role and they have an excellent understanding of the different stages of professional development. They love to motivate their employees to

**3. Differentiate between Open System and Closed System.**

**Ans: Open System:** In an open system, an organisation continues to operate if the environment is satisfied with the outputs and customers are happy with the final products. In case of failure, changes were made to make the final products in accordance with the customer

**Assignment Set – 2**

**4. Discuss the following types of decision making: -**

**a) Programmed decision**

**Ans:** Decision-making is generally undertaken in various types of conditions.

**These conditions are**

**5. “To be a great leader one must possess various qualities to lead the followers successfully and earn their trust, respect, and loyalty.” Comment.**

**Ans: QUALITIES OF LEADERS**

To be a great leader, he/she must possess various qualities to lead the followers successfully and earn their trust, respect, and loyalty.

**Some of the qualities that should be inherent in effective leaders are shown in the Figure:**

**6. Explain the various steps involved in the process of controlling.**

**Ans: CONTROLLING PROCESS**

Controlling is a systematic procedure that includes the following steps.

**Step 1: Establishing Performance Benchmarks:** The establishment of performance standards is the first stage in the controlling process. Standards are the criteria against which actual performance is