Chapter 5       Money & Banking

Explain the term money. Also explain its types.

Explain the functions performed by money.

Explain the term ‘Banking’. Also explain function of bank.

Define: 1. CRR  2. Bank Rate  3. Repo Rate  4. SLR

Chapter 6       Introduction and history of management

Define management. Also state its characteristics.

Differentiate between ‘Administration’ and ‘Management’

Explain the 14 principles of management given by Henry Fayol.

Explain Maslow’s need hierarchy of needs theory.

Chapter 7       Functions of management and organizational structure

Explain the step by step process of planning.

Explain the process of controlling.

Write a short note on: Span of control

What do you mean by departmentalization? Also list down various basis for departmentalization.