

Seat No.: _____
No. _____

Enrolment

GUJARAT TECHNOLOGICAL UNIVERSITY
Diploma Engineering - SEMESTER-IV • Examination – WINTER • 2014

Subject Code: 3345504

Date: 04-12-2014

Subject Name: Industrial Management and Organization Behavior

Time: 10:30 am - 01:00 pm

Total Marks: 70

Instructions:

1. Attempt all questions.
2. Make suitable assumptions wherever necessary.
3. Figures to the right indicate full marks.
4. English version is considered to be Authentic.

- Q.1** (a) State and Describe the steps involved in recruitment and selection of Employee's./candidates. **07**
- (b) "A good leader is not necessarily a good manager " **07**
Discuss the statement and compare leadership with management.
- Q.2** (a) Describe the role of a Forman with reference to following terms **07**
(a) Quality control (b) Productivity (c) Machines
- (b) Define the term 'Training' . **07**
What are the objectives of training and development function ?
OR
- (b) Describe ten commandments for good listening **07**
- Q.3** (a) Draw classification of various managerial skills in chart form. **07**
- (b) Describe the typical organization of purchasing department . **07**
state the various functions of purchase department.
OR
- Q.3** (a) Define :- (a) Administration (b) Management **07**
and differentiate between them
- (b) Describe the various functions /objective of the store keeping. **07**
- Q.4** (a) Describe the function of production planning and control. **07**
- (b) Define the terms scheduling ? **07**
Describe the factor affecting on scheduling .?
OR
- Q. 4** (a) Describe the various tests are commonly used for employment of personnel. **07**
- (b) State and describe in brief the theory of leadership **07**
- Q.5** (a) Describe the following terms in brief : **07**
1. Purpose 2. Men 3 Media 4 Message
- (b) What is the job order production ? Describe its characteristics **07**
OR
- Q.5** (a) Describe in brief : **07**
(a) Individual behavior.
- (b) Group behavior
- (b) Define the terms motivation and Describe its nature. **07**
