

BUSINESS MANAGEMENT & BEHAVIORAL STUDIES (CAF : 04)

Topics

2018		2017		2016		2015		2014	
Spring	Autumn	Spring	Autumn	Spring	Autumn	Spring	Autumn	Spring	Autumn
Q	M	Q	M	Q	M	Q	M	Q	M

Marks	% of Total
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MCQs

MCQ
Section Total

				5	7										
	0		0		7										

7	0.9%
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MANAGEMENT CONCEPTS

Meaning (Mintzberg, Manager, Leader, Aspect)
Functions (Role, Skill & Level)
Classical Approach (Theories)
Behavioural Approach (Human relations, Theory X, Y & Z)
Other Management theories
External Factors (Competitor, Supplier, Labour, Customer)
General Environment (Political, Legal, Economic, Social, Technological)
Section Total

		5	6					2a	5	5	8				
		3	6	4(a)	8	10	9	1	10			2	8		
				4(b)	4	7	5					3b	6		
		1	9												
6a	6			3	9	4	6	3	4	2a	9			7&8	16
9	12	7c	6					6	5	2b	5				
	18		27		21		20		24		22		14		16

-	0.0%
19	2.4%
41	5.1%
15	1.9%
9	1.1%
50	6.3%
28	3.5%

ORGANISATIONAL PROCESS

Organisational Structure - Vision & mission
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-	0.0%
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Types of Leadership
Theories of Leadership
Roles, Qualities, Activities & Skills of Leaders
Group Dynamics & Teamwork
Negotiation Skills
Conflict Resolution
Section Total

LEADERSHIP, NEGOTIATIONS & CONFLICTS															
5a	6														
		7	14			3 & 9a	11	2b	3					2	8
5b	4	8	8												
						11	6	5a	6	3a	8	3a	5		
				9	8	5a	6	9a	5	3b	4	6a	8	4a	6
1	12			6	7			5b	6	7b	5	7	7	4b&c	7
	22		22		15		23		20		17		20		21

6	0.8%
36	4.5%
12	1.5%
25	3.1%
37	4.6%
44	5.5%

General System Concepts
IT Based TPS
IT Based Financial Reporting
IT Based Processing & Inventory Control
IT Based Personnel Systems
Integrated IT Systems
Section Total

MANAGEMENT INFORMATION SYSTEM															
		10b	4	11a	4	12a	6	10	11	9	9	10b	3	10	9
		10a	4	11b	3			11	7			5	7		
														11	5
8	15	11a	9	10b	3	12b	7					10a	4		
10	7			10a	7										
										10	7	11	10		
	22		17		17		13		18		16		24		14

46	5.8%
21	2.6%
5	0.6%
38	4.8%
14	1.8%
17	2.1%

GRAND TOTAL

100	100	100	100	100	100	100	100	100	100	800	100%
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Caveats
 This analysis is only for identifying trends in ICAP exams; No decision (of selective study) should be taken only upon this analysis.
 The categorization of degree of importance is just based on marks allocation, no other logical reasoning exists
 All topics are of equivalent importance as ICAP may ask any topic any time in any detail deemed fit by ICAP
 This analysis has been compiled with due care but still it is error prone due to human mistake.
 If you find any mistake, plz mail us by mentioning cell reference at the e-mail address. i.e.gcaconsultants@gmail.com

Note
 Black area shows that this is either new topic or moved to other subject.

March 18, 2018
GCA Consultants