

Online Examinations (Even Sem/Part-I/Part-II Examinations 2020 - 2021)

Course Name - –Management I

Course Code -HSMC(CSE)401

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Answer all the questions. Each question carry one mark.

9. 1.Management is _____

Mark only one oval.

- An art
- A science
- Both art and science
- None of these

10. 2. None of these

Mark only one oval.

- In a laboratory
- By experiences of management
- both In a laboratory and By experiences of management
- By propagation of social scientists

11. 3. Which of the following statement best described the principle of 'Division of work'?

Mark only one oval.

- Work should be divided into small tasks
- Labour should be divided
- Resource should be divided among jobs
- It leads to specialization

12. 4. The principals of management are significant because of _____.

Mark only one oval.

- increase in efficiency
- Adaptation of changing technology
- optimum utilization of resources
- All of these

13. 5. Observe the following management principles and pick the odd one out. Justify your answer. _____

Mark only one oval.

- Unity of command
- Unity of direction
- Maximum output
- Equity

14. 6. Which of the following is not the functional areas of management?

Mark only one oval.

- Production Management
- Marketing Management
- Personnel Management
- Information Management

15. 7. Which among the following is not a nature of Management principles?

Mark only one oval.

- Rigid
- Universal
- Relative
- Leadership

16. 8. Who is known as 'the Father of Modern Theory of Management'?

Mark only one oval.

- Harold Koontz
- Henry Fayol
- F.W. Taylor
- Max Weber

17. 9. Management is need at _____.

Mark only one oval.

- Top level
- Middle level
- Lower level
- All levels

18. 10. Co-ordination means _____.

Mark only one oval.

- Organizing activities
- Directing activities
- Synchronizing activities
- Both Organizing activities and Directing activities

19. 11. Bottom line of any business plan is

Mark only one oval.

- Marketing plan
- Financial plan
- Personnel plan
- Production plan

20. 12. Which of the following is an assumption of rationality to rational decision making?

Mark only one oval.

- Preferences are clear
- Final choice will maximise payoff
- The problem is clear and unambiguous
- All of these

21. 13. _____ is accepting solutions that are "good enough".

Mark only one oval.

- Bounded rationality
- Satisficing
- Escalation of commitment
- None of these

22. 14. _____ is a rule of thumb that managers use to simplify decision making.

Mark only one oval.

- Heuristics
- Framing
- Sunk - costs
- None of these

23. 15. While guiding organization members in appropriate directions, a manager exhibits _____

Mark only one oval.

- Consideration behavior
- Authoritarian behavior
- Theory y behavior
- Leadership behavior

24. 16. Group brainstorming encourages all of the following except _____

Mark only one oval.

- Team building
- Analysis of alternatives
- Convergent thinking
- Uninhibited verbalization

25. 17. In which organizational form are there dual or multiple lines of authority?

Mark only one oval.

- Matrix
- Modular
- Multidivisional
- Decentralized

26. 18. Management by Objective (MBO) is also known as

Mark only one oval.

- Management by results
- Management by goals
- Management by planning
- Management by evaluation

27. 19. Management by Objective (MBO) is a

Mark only one oval.

- Sets of rules
- Series of procedure
- Way of thinking about management
- All of thes

28. 20. In MBO, objectives should provide direction to

Mark only one oval.

- Managerial activities
- Marketing
- Financing
- All of these

29. 21. Objectives in MBO are decided by

Mark only one oval.

- Superior
- Subordinates
- Mutual consultations of both superior and subordinates
- None of these

30. 22. Which of the followings is (are) the disadvantage(s) of Management by Objective (MBO)?

Mark only one oval.

- Inflexibility
- Lack of relevant skill
- Lack of individual motivation
- All of these

31. 23. Which among the following is a single use plan?

Mark only one oval.

- Objectives
- Policies
- Rules
- Budget

32. 24. Which among the following is not an element of co-ordination?

Mark only one oval.

- Integration
- Balancing
- Proper timing
- Directing

33. 25. The purpose and the aim for which the organization is set up and operate is called _____.

Mark only one oval.

- Objective
- Strategy
- Policy
- Procedure

34. 26. It is a function of management which refers to the process of integrating the activities of different units of organisation to achieve the organisation goals. This is called

Mark only one oval.

- Actuating
- Controlling
- Co-ordination
- Planning

35. 27. Planning is _____

Mark only one oval.

- Pervasive
- Futuristic
- Continues
- All of these

36. 28. Operational planning is undertaken at _____

Mark only one oval.

- Top level
- Lower level
- Middle level
- All of these

37. 29. _____ as a special type of plan prepared for meeting the challenges of competitors and other environmental forces.

Mark only one oval.

- Policies
- Objectives
- Strategy
- Procedure

38. 30. Which of the following statement is true?

Mark only one oval.

- There is scope for specialization in line Organization
- It is difficult to fix responsibility in line organization
- The line of authority in line Organization is vertical
- Line organization is only suitable for large-scale operation

39. 31. Which among the following is a factor determining centralization?

Mark only one oval.

- Integration
- Desire for independence
- Availability of managers
- Control techniques

40. 32. Organizing process involves

Mark only one oval.

- Division of work
- Grouping of identical work
- Both A and B
- None of these

41. 33. Organizing deals with _____.

Mark only one oval.

- Division of work
- Decentralizing activities
- Centralization activities
- None of these

42. 34. Span of management refers to

Mark only one oval.

- Number of managers
- Length of term for which a manager is appointed
- Number of subordinate under a superior
- Number of members in top management

43. 35. A network of social relationship that arise spontaneously due to the interaction at work is called

Mark only one oval.

- Formal organization
- Informal organization
- Decentralization
- Delegation

44. 36. Which of the following does not follow the scalar chain?

Mark only one oval.

- Functional structure
- Divisional structure
- Formal organization
- Informal organization

45. 37. The right to give orders and power to obedient is _____.

Mark only one oval.

- Responsibility
- Accountability
- Authority
- Delegation

46. 38. _____ is the process of forecasting an organisations future demand for, and supply of, the right type of people in the right number.

Mark only one oval.

- Recruitments
- Human Resource Planning
- Human Resource Management
- Human Capital Management

47. 39. Which of the following factors state the importance of the Human Resource Planning?

Mark only one oval.

- Creating highly talented personnel
- International strategies
- Resistance to change and move
- All of these

48. 40. _____ is the process of estimating the quantity and quality of people required to meet future needs of the organisation.

Mark only one oval.

- Demand forecasting
- Supply forecasting
- Environmental forecasting
- None of these

49. 41. The poor quality of selection will mean extra cost on _____ and supervision.

Mark only one oval.

- Training
- Recruitment
- Work quality
- None of these

50. 42. What refers to the process of identifying and attracting job seekers so as to build a pool of qualified job applicants?

Mark only one oval.

- Selection
- Training
- Recruitments
- Induction

51. 43. What expresses the relationship of applicant inputs to outputs at various decision points?

Mark only one oval.

- Number of contacts
- Yield Ratios
- Type of contacts
- Technological sophistication

52. 44. What is linked with performance appraisal?

Mark only one oval.

- Job Design
- Development
- Job analysis
- None of these

53. 45. Which of the following is an alternate term used for performance appraisal?

Mark only one oval.

- Quality and quantity of output
- Job knowledge
- Employee assessment
- None of these

54. 46. How performance appraisal can contribute to a firm's competitive advantage?

Mark only one oval.

- Ensures legal compliances
- Minimizing job dissatisfaction and turnover
- Improves performance
- All of these

55. 47. What do successful analysers tend to examine?

Mark only one oval.

- Division and corporate performance evaluation
- Current performance with past performance
- Ideal appraisal process
- None of these

56. 48. Performance appraisal aims at

Mark only one oval.

- Goals of employees
- Goals of organisation
- Both Goals of employees & Goals of organisation
- Neither Goals of employees nor Goals of organisation

57. 49. As a chairman of UPSC while selecting a teacher you should be

Mark only one oval.

- Fair and impartial
- Able to judge the personality of candidates
- Encouraging to those appearing for interview.
- All of these

58. 50. Teaching on TV is superior to class room instruction because

Mark only one oval.

- Very large classes are made possible and thus, it is economically advantageous
- Experts for teaching a difficult topic can be arranged and others can be benefited from them
- Teaching materials can be filmed for reuse
- All of these

59. 51. What affects listening badly?

Mark only one oval.

- Message overload-excess of listened material
- High speed of speaking
- A sizable hearing loss-physiological problem
- All of these

60. 52. All are the components of listening except _____.

Mark only one oval.

- Hearing
- Attending-being attentive
- Answering
- Understanding and remembering

61. 53. Which of the following skills has the largest share in communication time in schools/colleges?

Mark only one oval.

- Listening
- Reading
- Writing
- Speaking

62. 54. The most important aspect of communication- listening, can be improved by _____.

Mark only one oval.

- Making the attention fully paid
- Making the communicated material novel-interesting and need based.
- Making voice effective and impressive
- All of these

63. 55. Guiding and supervising the efforts of subordinates towards the attainment of the organization's goals describes the function of :

Mark only one oval.

- Planning
- Organizing
- Directing
- Controlling

64. 56. "Unity of Command " principle of effective direction means:

Mark only one oval.

- Subordinates should be responsible to one superior
- There should be unity amongst subordinates
- There should be unity amongst superiors
- A superior can supervise a limited number of subordinates

65. 57. Communication is a part of _____ skills.

Mark only one oval.

- Soft
- Hard
- Rough
- Short

66. 58. What does "E", "R" and "G" stand for in the ERG theory?

Mark only one oval.

- Export, Risk and Guarantee Existence
- Relatedness and Growth Exponential
- Reliability and Growth
- None of these

67. 59.What are the alternate names used for the expectancy model?

Mark only one oval.

- Instrumentality theory
- Path - goal theory
- Valence - instrumentality - expectancy theory
- All of these

68. 60.Sahel was in the habit of reprimanding employees when they arrived late for work. The second time an employee was late, he or she would have pay cut. Sahel is using which type of reinforcement?

Mark only one oval.

- Positive
- Punishment
- Critical incident
- Extinction

69. 61. Code of conduct is an example of _____.

Mark only one oval.

- Semi-controllable
- Controllable premise
- Uncontrollable
- None of these

70. 62. Policies are _____.

Mark only one oval.

- Short-range plan
- Medium –term plan
- Long –range plan
- All of these

71. 63. Which type of leader allow complete delegation of authority?

Mark only one oval.

- Creative leaders
- Persuasive leaders
- Laissez faire leaders
- Intellectual leaders

72. 64. In what order do managers typically perform the managerial functions?

Mark only one oval.

- organising, planning, controlling, leading
- organising, leading, planning, controlling
- planning, organising, leading, controlling
- planning, organising, controlling, leading

73. 65. What are the three interpersonal roles of managers?

Mark only one oval.

- Figurehead, leader and liaison
- Spokesperson, leader, coordinator
- Director, coordinator, disseminator
- Communicator, organiser, spokesperson

74. 66. Companies provide credit system as it is _____.

Mark only one oval.

- An essential tool for alluring and holding the valuable clients
- Feasible for the managers
- needed by the suppliers
- a way to organize the capital of the organization

75. 67. Monitoring controlling in organization would mean to analyze goals, set out priorities and figure out activities that will be monitored to achieve goal accordingly. A possible goal could be _____.

Mark only one oval.

- Decreasing the level of waste products
- Increasing the departments in the organization
- increasing the salaries of the production staff
- Reducing the staff in production department due to heavy losses

76. 68. A company whose primary motive is to earn profit for its shareholders is said to be _____.

Mark only one oval.

- Nonprofit oriented company
- Public company
- Private company
- Profit oriented company

77. 69. A manager should have a firm grip and control over his employees. What does control in organization mean?

Mark only one oval.

- Closely supervising
- Being in command of
- Monitoring
- Having power over

78. 70. When a manager decides who will get funds, plans out agendas, make budgets etc., he falls in which following MintzBerg's roles of manager?

Mark only one oval.

- Informational Role of Manager
- Interpersonal Role of manager
- Decisional Role of manager
- Resource Allocator

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