

FBQ1: In business there are absolutely no right or wrong decisions but \_\_\_\_\_ choices

Answer: \*Intelligent\*

FBQ2: \_\_\_\_\_ organization is as old as management

Answer: \*Human\*

FBQ3: \_\_\_\_\_ also practiced management in the pre-“ industrial period

Answer: \*Africa\*

FBQ4: In order to increase employee productivity \_\_\_\_\_ was what to do

Answer: \*Preoccupation\*

FBQ5: The father of scientific management is Fredrick W. \_\_\_\_\_ --

Answer: \*Taylor\*

FBQ6: The first principle of management as advocated by \_\_\_\_\_

Answer: \*Henri Fayol\*

FBQ7: \_\_\_\_\_ basic elements was identified by frank in on “ the “ job motions

Answer: \*17\*

FBQ8: The article of Harold Koontz is the management theory of \_\_\_\_\_

Answer: \*Jungle\*

FBQ9: An orderly study of job requirement is \_\_\_\_\_

Answer: \*Job analysis\*

FBQ10: \_\_\_\_\_ is another name for free “ reign leadership

Answer: \*Laissez “ faire\*

FBQ11: Which leadership occurs when a person is appointed as an authority figure

Answer: \*Formal\*

FBQ12: The process of passing information and understanding from one person to another is known as \_\_\_\_\_

Answer: \*Communication\*

FBQ13: The physical form of thought which can be experienced and understood by senses is \_\_\_\_\_

Answer: \*Message\*

FBQ14: \_\_\_\_\_ suggested that people’s interpretations of communications coincides with the already held beliefs and attitude

Answer: Donald Robert

FBQ15: The only way to ascertain as to how the message was interpreted is \_\_\_\_\_

Answer: \*Feedback\*

FBQ16: The other half of taking is \_\_\_\_\_  
Answer: \*Listening\*

FBQ17: In the hierarchy of functions exercised by management organization is \_\_\_\_\_  
Answer: \*Second\*

FBQ18: Getting things done through others is known as \_\_\_\_\_  
Answer: \*Management\*

FBQ19: \_\_\_\_\_ is seen as a group of people by other  
Answer: \*Management\*

FBQ20: \_\_\_\_\_ oversee the function of other people who must work in subordinate position  
Answer: \*Managers\*

FBQ21: The \_\_\_\_\_ school and the decision theory school has a class relationship  
Answer: \*Management\*

FBQ22: When the demands of a task on hand are ambiguous \_\_\_\_\_ is needed  
Answer: \*Directive\*

FBQ23: \_\_\_\_\_ is one of the fore “runners of Taylor  
Answer: \*Babbage\*

FBQ24: An excellent source for highly disciplined veterans is \_\_\_\_\_  
Answer: \*Military centres\*

FBQ25: \_\_\_\_\_ is referred to as technical and mechanical skills  
Answer: \*Training\*

FBQ26: The process of choosing the right candidate from a pool of applicant is termed \_\_\_\_\_  
Answer: \*Selection\*

FBQ27: The most obvious sources which are primarily within the organisation itself is \_\_\_\_\_  
Answer: \*Internal sources\*

FBQ28: \_\_\_\_\_ was intended to bring about a complete mental revolution which must occur in the minds of the workmen and management  
Answer: \*Scientific management\*

FBQ29: \_\_\_\_\_ is influenced by final selection  
Answer: \*Past experience\*

FBQ30: \_\_\_\_\_ is blamed when its organization fails

Answer: \*Management\*

FBQ31: One of the most important human activities that permeate all organisation is \_\_\_\_\_

Answer: \*Managing\*

FBQ32: \_\_\_\_\_ ensures that every member of the group contributes his best

Answer: \*Managing\*

FBQ33: People who are primarily responsible for the achievement of organizational goals are \_\_\_\_\_

Answer: \*Managers\*

FBQ34: In making decisions and evaluating its consequences scientific management uses \_\_\_\_\_ method

Answer: \*Science\*

FBQ35: The content used in business to highlight the inter-relationship between the functional area of management is \_\_\_\_\_

Answer: The \*systems\*

FBQ36: Human relations school places emphasis on the understanding of employees by \_\_\_\_\_

Answer: \*Management\*

FBQ37: \_\_\_\_\_ theory school believes in rational decision making

Answer: \*Decision\*

FBQ38: A successful manager blends experience with \_\_\_\_\_ in order to achieve a desired result

Answer: \*Science\*

FBQ39: Most researches in management deals with \_\_\_\_\_ to establish validity and reliability

Answer: \*Facts\*

FBQ40: A scholarly grouping of concepts and \_\_\_\_\_ creates a theory

Answer: \*Principles\*

FBQ41: Management theory attempt to present in a concerted manner loose facts about \_\_\_\_\_ behaviour in organization

Answer: \*Human\*

FBQ42: Manager's functions are managerial, not \_\_\_\_\_

Answer: \*Technical\*

FBQ43: \_\_\_\_\_ control organization activities

Answer: \*Managers\*

FBQ44: When the goals of the individual and the goals of the organisations are the same, we have goal \_\_\_\_\_

Answer: \*Congruency\*

FBQ45: Advertising will stress quality and service and not \_\_\_\_\_

Answer: \*Price\*

FBQ46: There was a time economists believed that the sole purpose of any business was to maximize \_\_\_\_\_

Answer: \*Profit\*

FBQ47: Organizations and \_\_\_\_\_ function better when there is goal cogency

Answer: \*Individual\*

FBQ48: The aim of the civil service is to \_\_\_\_\_

Answer: \*Serve the people\*

FBQ49: The punishment for the violation of Niles in an organisation is \_\_\_\_\_

Answer: \*Immediate dismissal\*

FBQ50: The ethical standards of a company are determined by the ethical standards of the \_\_\_\_\_

Answer: \*Executive\*

Multiple Choice Questions (MCQs):

MCQ1: \_\_\_\_\_ management school placed special emphasis upon production

Answer: Scientific

MCQ2: \_\_\_\_\_ advocated placing workers on a piece of work in order to encourage them to earn more

Answer: Fedrick

MCQ3: The gathering analysis and codification of all rule of thumb and data existing in business is one of \_\_\_\_\_ principles of management

Answer: Taylor

MCQ4: Taylor was \_\_\_\_\_ for his lack of humanitarian concept

Answer: applauded

MCQ5: \_\_\_\_\_ spent his life working on the difference engine

Answer: Charles

MCQ6: Division of labour and specialization is one of \_\_\_\_\_ contributions to the field of management

Answer: Frank

MCQ7: \_\_\_\_\_ was production was used to illustrate the benefits of division of labour pointing out the savings in time

Answer: Needle

MCQ8: \_\_\_\_\_ stressed the need for replacing manual operations by automatic machinery

Answer: Taylor

MCQ9: \_\_\_\_\_ is known for his work on time and motion studies

Answer: Taylor

MCQ10: Whose book is cheaper by the Dozen

Answer: Taylor

MCQ11: The following are part of the basic elements in on the job motions except

Answer: Sea

MCQ12: \_\_\_\_\_ developed a flow chart which highlighted the need for breaking an operation into unit and steps

Answer: Frank

MCQ13: The first principles of management were advocated by \_\_\_\_\_

Answer: Frank

MCQ14: \_\_\_\_\_ isolated a set of principles that have been thought to managers and students of management

Answer: Fayol

MCQ15: Human relations was advocated by \_\_\_\_\_

Answer: Babbage

MCQ16: Unity of command is one of \_\_\_\_\_ principle of management

Answer: Fayol

MCQ17: The management theory jungle is the article of \_\_\_\_\_

Answer: Harold

MCQ18: \_\_\_\_\_ grouped Henri and Taylor to the same school

Answer: Mayo

MCQ19: \_\_\_\_\_ school concentrates on the interpersonal relationship between managers and workers

Answer: Decision theory

MCQ20: \_\_\_\_\_ school classify themselves as management scientist

Answer: Mathematical

MCQ21: \_\_\_\_\_ is one of the most important human activities that permeate all organization

Answer: Managing

MCQ22: It is the \_\_\_\_\_ responsibility to ensure that every member of the group

contributes his best  
Answer: C.EO

MCQ23: \_\_\_\_\_ are people who are primarily responsible for the achievement of organizational goals  
Answer: Employees

MCQ24: Any organization that fails to realize its objective often blames it on \_\_\_\_  
Answer: employees

MCQ25: \_\_\_\_\_ is the individual to provide the dynamic force or direction  
Answer: Manager

MCQ26: \_\_\_\_\_ is defined as the co-ordinator of all the resources of an organization through the process of planning, organizing, directing and controlling in order to attain organizational objectives  
Answer: Manage

MCQ27: \_\_\_\_\_ require technical skill and conceptual ability  
Answer: Art

MCQ28: \_\_\_\_\_ must possess the know "how" in order to create a desired object  
Answer: Scientist

MCQ29: Scientific management uses the methods of \_\_\_\_\_ in making decisions and evaluating its consequences  
Answer: hypothesis

MCQ30: \_\_\_\_\_ concept is often used in business to highlight the interrelationship between the functional areas of management.  
Answer: The system

MCQ31: One of the following is an example of a system  
Answer: Motor car

MCQ32: For the sales department to meet delivery dates promised to customers. It has to rely on the \_\_\_\_\_ target  
Answer: Maintaining

MCQ33: The success of any system depends on the relationship between the system and its \_\_\_\_\_  
Answer: Production

MCQ34: The major organizational goals include the following except \_\_\_\_\_  
Answer: Survival

MCQ35: \_\_\_\_\_ is the selection of alternative course of action from available alternatives in order to achieve a given objective

Answer: Selecting

MCQ36: Decision making can be classified into the following except \_\_\_\_\_

Answer: Decision making under certainty

MCQ37: \_\_\_\_\_ decision requires the decision maker to acquire a thorough understanding of the problem in order to make an intelligent choice

Answer: Rational

MCQ38: The final selection is influenced by the decision maker's \_\_\_\_\_

Answer: Further experience

MCQ39: Factors involved in securing acceptance include the following except \_\_\_\_\_

Answer: Effective communication

MCQ40: \_\_\_\_\_ could be seen as a group of people assembled together to take action on an administrative task

Answer: Management

MCQ41: The success or failure of a committee in most instances depends on the \_\_\_\_\_

Answer: Manager

MCQ42: The success or failure of a committee in most instances depends on the \_\_\_\_\_

Answer: Manager

MCQ43: All organizations with more than \_\_\_\_ employees have one form of committee or the other

Answer: 30

MCQ44: A \_\_\_\_\_ committee is one that comes up with new ideas, new approaches and new ways of doing things

Answer: Creative

MCQ45: \_\_\_\_\_ system is used in determining the optimal utilisation of a facility in an intermittent service

Answer: Queuing theory

MCQ46: \_\_\_\_\_ is a means of ensuring that the important organizational objectives are accomplished as and when desired

Answer: Selecting

MCQ47: Long range plans are more risky due to \_\_\_\_\_ environment

Answer: Social

MCQ48: Intermediate planning covers a time frame of about \_\_\_\_\_

Answer: 2 months to 6 years

MCQ49: \_\_\_\_\_ is an action plan which sets the direction that a company will be taking

Answer: Decision

MCQ50: The following are the types of strategies except

Answer: Stability