

AS 103 – Final Exam Study Guide

LESSON TITLE: HUMAN RELATIONS IN THE AIR FORCE

SAMPLE OF BEHAVIOR: List the benefits and potential problems of a diverse workforce.

A management system which incorporates the differences found in a multicultural workforce in a manner which results in the highest level of productivity for both the organization and the individual defines?

- A. Personnel Management
 - B. Diversity Management**
 - C. Operations Management
 - D. Logistics Management
-

SAMPLE OF BEHAVIOR: List the benefits and potential problems of a diverse workforce.

Benefits of a diverse workforce include all but which of the following?

- A. Creativity and innovation
 - B. Broader range of skills
 - C. Better service to diverse customers
 - D. Unwritten rules of success**
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SAMPLE OF BEHAVIOR: Summarize the importance of managing diversity.

_____ is a way of thinking toward the objective of creating an environment that will enable all employees to reach their full potential in pursuit of organizational objectives.

- A. Sexual Harassment
 - B. Affirmative Action
 - C. Managing Diversity**
 - D. Social Balance
-

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SAMPLE OF BEHAVIOR: Summarize the importance of managing diversity.

Which of the following are benefits of diversity?

- A. Creativity and innovation
 - B. “Glass Ceiling”
 - C. Stereotypes and assumptions
 - D. Language barriers
-

SAMPLE OF BEHAVIOR: Summarize the importance of managing diversity.

Understanding diversity in the military is important for all but which of the following reasons?

- A. The military “mirrors” the civilian workforce.
 - B. Prevent discrimination in the military.
 - C. Increased emphasis on affirmative action programs in civilian corporations increases competition.
 - D. To prevent all occurrences of discrimination**
-

SAMPLE OF BEHAVIOR: Summarize the importance of managing diversity.

Understanding diversity is important in the military because:

- A. The military mirrors the civilian workforce
 - B. You must recognize and prevent discrimination
 - C. Both A and B**
 - D. Neither A nor B
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SAMPLE OF BEHAVIOR: Identify the various forms of discrimination and sexual harassment.

Which of the following activities are inappropriate and might create an uncomfortable work environment?

- A. Telling off-color, ethnic, or racial jokes
 - B. Massaging someone's shoulders
 - C. Suggestive gestures
 - D. All of the above
-

SAMPLE OF BEHAVIOR: Identify the various forms of discrimination and sexual harassment.

"A type of behavior in which people are treated according to a category" would **BEST** define _____.

- A. Equal Opportunity and Treatment (EOT)
 - B. discrimination**
 - C. prejudice
 - D. stereotyping
-

SAMPLE OF BEHAVIOR: Identify the various forms of discrimination and sexual harassment.

A female Non-Commissioned Officer comes to you, her supervisor, and states that others in the flight are making verbal comments about parts of her anatomy. This may be a case of:

- A. discrimination
 - B. stereotyping
 - C. sexual harassment**
 - D. equal opportunity
-

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SAMPLE OF BEHAVIOR: Identify the various forms of discrimination and sexual harassment.

Capt White is the OIC of the intelligence shop at Grand Forks AFB. TSgt Allen is NCOIC of the shop and is currently working towards promotion to MSgt. Capt White came into his office and said she would ensure he got promoted if he had sex with her. TSgt Allen was very disturbed with this comment and reported the incident to the commander of the squadron. This is a form of:

- A. sexual harassment
 - B. equal opportunity and treatment
 - C. institutional discrimination
 - D. prejudice
-

SAMPLE OF BEHAVIOR: Identify the various forms of discrimination and sexual harassment.

Which statement below **BEST** states the difference between prejudice and discrimination?

- A. Prejudice is what we feel or believe. Discrimination is type of behavior in which people are treated according to a category.**
 - B. Prejudice is a judgment formed after looking at all the facts while discrimination is a judgment formed prior to looking at all the facts.
 - C. Prejudice is unintentional, but discrimination can be both intentional and unintentional.
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SAMPLE OF BEHAVIOR: Summarize the effects of discrimination and sexual harassment on mission accomplishment.

Which of the following statements concerning the effect sexual harassment can have on a unit is true? Sexual harassment can:

- A. Negatively affect unit cohesiveness and mission effectiveness.**
- B. Enhance perceptions of favoritism and peer group relationships.
- C. Weaken positions of authority and enhance peer group relationships

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SAMPLE OF BEHAVIOR: Summarize the importance of managing diversity.

Managing diversity is important to the military because it increases productivity and mission accomplishment.

- A. True
 - B. False
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SAMPLE OF BEHAVIOR: Summarize the importance of managing diversity.

Successfully managing diversity should result in the highest level of productivity, both for the individual and the organization.

- A. True
 - B. False
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LESSON TITLE: OATH OF OFFICE

SAMPLE OF BEHAVIOR: Identify the significance of the commission.

Who appoints Second Lieutenants?

- A. By Congress
 - B. By State Representatives
 - C. By your Commanding Officer
 - D. By the President of the United States**
-

SAMPLE OF BEHAVIOR: Identify the meaning of the Oath of Office.

Which phrase from the Oath of Office **BEST** exemplifies the Core Value of Excellence in All We Do?

- A. Bear true faith and allegiance to the same
- B. Support and defend the Constitution of the United States
- C. Will well and faithfully discharge the duties...**
- D. So help me God