Computer Science and Engineering

CSE 401 (Business and Entrepreneurship)

QUIZ No. 1

Section: A

Duration: 40 Minutes

Full Marks: 10

Instructions:

* Your test will start at 3:40 PM and will continue till 4:20 PM and you must finish sending your answer scripts by 4:40 PM.
* You are to upload your answer scripts to the Google Classroom. If failed to upload to the Google Classroom, then send to my email: [mkashem@du.ac.bd](mailto:mkashem@du.ac.bd).
* The answers are to be written on the question papers.
* Answers to MCQs are to be marked or underlined or bolded. Short answers or fill in the blanks are to be filled in in the space.
* You must turn on your video during the examination time.
* If your institutional IDs do not allow to get access to the Google Classroom, then use your personal email IDs to get access to Google Classroom.

1. Which of the following is NOT an element of organization?

A. Goal

B. Structure

C. Strategy

D. Function

2. Name the four essential inputs that organizations take their environment.

A.

B.

C.

D.

3. Managers attain organizational goals by carrying out planning, organizing, controlling and leading with \_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_.

4. Which of the following phrases is related with the term “efficiency”?

A. using the organizational resources practically

B. combining the organization resources meaningfully

C. doing the right things

D. doing the things right

5. Making the right decisions and successfully implementing them is called being \_\_\_\_\_\_\_\_\_\_.

6. Azhar can write very articulately on various computer related topics but he unreasonably takes too long lime to finish his assignments. How can Azhar be attributed from management perspective?

A. Azhar is effective

B. Azhar is efficient

C. Azhar is neither effective nor efficient

D. Azhar is not productive

7. Which one of the following is crucial for managers to ensure the performance at individual and group levels?

A. Coordinating jobs

B. Relating to the external world

C. Developing an organizational climate

D. Performing defined functions

8. Which element of Managership is borrowed from drama and theater?

A. Responsibility and Authority

B. Functions

C. Skills

D. Roles

9. Which aspect of management provides overall direction and focus for an organization?

A. Organizing

B. Planning and Decision Making

C. Strategy and Strategic Planning

D. Controlling

10. How activities and resources are to be grouped is the basic concern of managerial process of:

A. Planning

B. Organizing

C. Leading

D. Controlling

11. Which form of plans managers must formulate first to initiate their other activities?

A. Long-term plans

B. Midterm plans

C. Short-term plans

D. All of the above

12. Delegation of authority and assignment of responsibility are parts of the managerial functions of:

A. Decision making

B. Coordination

C. Organizing

D. Planning

13. \_\_\_\_\_\_\_\_\_\_ is the set of processes used to gather members of the organization to work for further interest of the organization.

14. Which one of the following functions does not belong to the functions set of the middle managers?

A. Merger and Acquisition Decision

B. Inventory Management

C. Implementing Strategy

D. Quality Control

15. In contrast to top and middle managers, the first-line managers typically spend a large portion of their time in:

A. Coordinating activities with peers

B. Supervising the work of subordinates

C. Office Routine works

D. Meeting with labor unions

16. “How well employees are performing” is a part of which managerial function?

A. Monitoring

B. Performance Management

C. Controlling

D. Organizing

17. Write four major kinds of mangers differentiated with respect to functions.

A.

B.

C.

D.

18. Which form of managers tends to be generalist?

A. Financial managers

B. Operations managers

C. Human Resource managers

D. Administrative managers

19. Human resource managers are concerned with which one of the following functions?

A. Negotiating with buyers

B. Arranging funds for investments

C. Enhancing organizational competency

D. Locating plan site

20. Product distribution function is a job of:

A. Operations manager

B. Marketing managers

C. Public relations manager

D. Production manager

21. High-tech firms like Microsoft or 3M Corporation are dominated by which special form of manager?

A. Administrative Mangers

B. IT Managers

C. R&D Managers

D. Marketing Managers

22. Regardless of their level or area within an organization, all managers must play certain \_\_\_\_\_\_ and exhibit certain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ if they are to be successful.

23. Who is credited for identifying the managerial roles that are commonly carried out by various managers?

A.

24. Name the three interpersonal roles inherent in the managers’ job.

A.

B.

C.

25. Attending the annual dinner party of the organization’s executives is an example of \_\_\_\_\_\_\_\_ role-playing of the manager.

26. Coordinating the activities of two project groups is an incidence of \_\_\_\_\_\_\_\_\_\_ role of manager.

27. In relation to information processing, managers play the roles of \_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_\_\_\_\_\_\_ .

28. Which role of the Microsoft’s CEO will facilitate to create a software interfacing with new HP printers?

A. Figurehead

B. Monitor

C. Spokesperson

D. Liaison

29. The voluntary initiator of change role of the manager is technically known as:

A. Disturbance Handler Role

B. Entrepreneur Role

C. Resource Allocator Role

D. Negotiator Role

30. Responding to a query of an outside human rights activist group is the \_\_\_\_\_\_\_\_\_\_\_ role of the manager.

31. In which role capacity can a manager sign agreement with a third party to go on mutual cooperation and collaboration in future?

A. Entrepreneur

B. Resource Allocator

C. Negotiator

D. Disturbance Handler

32. Technical skills are especially important for \_\_\_\_\_\_\_\_\_\_\_\_\_\_ managers.

33. Which managerial skills help managers to think strategically?

A. Technical skill

B. Interpersonal skill

C. Diagnostic skill

D. Conceptual skill

34. Which management scholar is credited for identifying the managerial skills?

A. Henry Mintzberg

B. Robert L. Katz

C. Henry Fayol

D. R. W. Griffin

35. Diagnostic skills enable mangers to \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ to a situation.

36. Computer literacy in workplace can be treated as a:

A. Diagnostic skill

B. Technical skill

C. Conceptual skill

D. Communication skill

37. Effective listening and understanding the meaning of symbols are integral part of \_\_\_\_\_\_\_\_\_\_\_ skills.

38. Recognizing problems and opportunities and taking appropriate course of action are the manifestation of \_\_\_\_\_\_\_\_\_\_\_\_ skills.

39. The ability to delegate appropriately demonstrates a manager’s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ skills.

40. The most common path to a person acquiring the managerial skill is the combination of \_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_\_.