

Week 0 : Assignment 0

Your last recorded submission was on 2022-07-22, 14:39 IST

Choose correct answer from the alternatives given against each question as follows

1)

How many principles of management has Henry Fayol developed?

1 point

☐

(a) 12

☒

(b) 14

☐

(c) 15

☐

(d) 17

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) 14

2)

According to K, Aswathappa (2014), a manager typically uses skills, like- conceptual, interpersonal and ----- . Fill up the blank with suitable option from the following.

1 point

☐

(a) Supervisory skills

☐

(b) General business skills

☒

(c) Technical skills

☐

(d) Physical skills

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Technical skills

3)

Planning done at this level focuses on operational strategy. Which level of planning does ‘this’ mean?

1 point

☐

a) Business level.

☐

b) Functional level

☐

c) Corporate level.

☒

d) Operating level

Yes, the answer is correct.

Score: 1

Accepted Answers:

d) Operating level

4)

In which year McKinsey Consultants developed the 7’S Model?

1 point

☐

a) 1963

☐

b) 1976

☒

c) 1980

☐

d) 2014

Yes, the answer is correct.

Score: 1

Accepted Answers:

c) 1980

5)

Which function of the management is involved the process of filling the vacant position of the right personnel at the right job, at right time?

1 point

☐

a) Planning

☒

b) Staffing

☐

c) Coordinating

☐

d) All of the above

Yes, the answer is correct.

Score: 1

Accepted Answers:

b) Staffing

6)

What is considered the process by which organisations move from their present state to some desired future state to increase their effectiveness?

1 point

☐

a) Human resource management

☐

b) Career strategy

☐

c) Resistance to change

☒

d) Organizational change

Yes, the answer is correct.

Score: 1

Accepted Answers:

d) Organizational change

Instruction: Read the following passage and answer the questions given herewith at the end of the passage question number 7 to 10.

Manager in every organization today faces the dilemma of finding ways to administer and coordinate various processes—to control the activities under his or her jurisdiction. Managers continually look for ways to improve customer satisfaction, maintain relationships with suppliers, cut inventory costs, and develop the right products. As a result, every organization needs basic systems for allocating financial resources, developing human resources, analyzing financial performance, and evaluating overall profitability. Controlling is the management function in which managers establish and communicate performance standards for people, processes, and devices. In control system design, criteria for effective control, and basic control mechanisms are examined. Global competition has forced businesses to change how they manage at home and abroad. The increasing rate of change, technological advances, shorter product life cycles, and high-speed communications are all factors that contribute to these changes. The new management approach focuses on establishing a new communication system that features a high level of employee involvement. Organizational structures must also be flexible enough to change with changing market conditions. Ongoing staff development programs and design-control procedures, which are understandable and acceptable, are outcomes from this new approach. Management values are changing, and managers must now have a vision and be able to communicate the vision to everyone in the firm.

7)

It is the management function in which managers establish and communicate performance standards for people, processes, and devices. What does ‘it’ mean?

1 point

☐

(a) Planning

☒

(b) Controlling

☐

(c) Staffing

☐

(d) Coordinating.

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) Controlling

8)

Manager in every organization today faces the dilemma of finding ways to administer and -----various processes to control the activities under his or her jurisdiction. Fill up the blank with the suitable option from the following.

1 point

☐

(a) Allocate

☐

(b) Control

☒

(c) Coordinate

☐

(d) Communicate

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Coordinate

9)

Which of the organization must be flexible enough to change with changing market conditions

1 point

☒

(a) Structure

☐

(b) Resource

☐

(c) Decision

☐

(d) None of the above

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) Structure

10)

Find out any one factor that contributes increasing rate of organizational change as stated in the paragraph above.

1 point

☐

(a) Older workforce

☒

(b) High speed communications

☐

(c) Increasing product life cycles

☐

(d) None of the above

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) High speed communications

Week 1 : Assignment 1

The due date for submitting this assignment has passed.

Due on 2022-08-10, 23:59 IST.

Assignment submitted on 2022-08-07, 14:14 IST

- 1) Which of the following can NOT be one of the things of managing within existing theory and philosophy of management to define management as **1 point** a profession?

☐ (a) Capital

☐ (b) Men

☐ (c) Materials

☒ (d) Negotiation

Yes, the answer is correct.
Score: 1
Accepted Answers:
(d) Negotiation
- 2) Which type of managers are responsible for leading a particular function or a subunit within a function? **1 point**

☐ (a) General managers

☒ (b) Functional managers

☐ (c) Frontline managers

☐ (d) None of these

No, the answer is incorrect.
Score: 0
Accepted Answers:
(c) Frontline managers
- 3) The functions of management relate to those activities that help in ----- and also in achieving the goals and objectives of organizations. Fill up the blanks with suitable options. **1 point**

☐ (a) time management

☐ (b) resource management

☒ (c) value addition

☐ (d) staff development

Yes, the answer is correct.
Score: 1
Accepted Answers:
(c) value addition
- 4) Which role of the management does involve with implementing decision, using information to advocate for the manager's goal for organisation? **1 point**

☐ (a) Coordinator

☐ (b) Fund mobilizer

☒ (c) Resource allocator

☐ (d) None of the above

Yes, the answer is correct.
Score: 1
Accepted Answers:
(c) Resource allocator
- 5) The right materials and the right employees are necessary for each organizational function and activity. Which principle of management does it deal with? **1 point**

☐ (a) General function of management

☐ (b) Equity

☒ (c) Order

☐ (d) Scalar chain

Yes, the answer is correct.
Score: 1
Accepted Answers:
(c) Order
- 6) The interests of one employee or group of employees are subordinate to the interests and goals of the ----- . Fill up the blank. **1 point**

☒ (a) organization

☐ (b) staffing

☐ (c) coordination

☐ (d) controlling

Yes, the answer is correct.
Score: 1
Accepted Answers:
(a) organization
- 7) How many main areas of scientific management practice have you learnt from the lecture? **1 point**

☐ (a) One

☐ (b) Two

☒ (c) Three

☐ (d) Four

Yes, the answer is correct.
Score: 1
Accepted Answers:
(c) Three
- 8) How are the terms like, standardization of work, simplification of work, scientific study on work, differential wage rate, mental revolution, etc., related with? **1 point**

☐ (a) Basic ideas of scientific management

☒ (b) Techniques of scientific management

☐ (c) Principles of scientific management

☐ (d) None of the above

Yes, the answer is correct.
Score: 1
Accepted Answers:
(b) Techniques of scientific management
- 9) Classical approach of management thought relates to scientific, administrative and bureaucratic management. Who developed the scientific approach? **1 point**

☐ (a) Max Webber

☐ (b) H. Fayol, Lyndall, Urwick, etc.

☒ (c) F. W. Taylor, H. Emerson, H. Gantt, etc.

☐ (d) D. McGregor

Yes, the answer is correct.
Score: 1
Accepted Answers:
(c) F. W. Taylor, H. Emerson, H. Gantt, etc.
- 10) Which of the following is NOT related to behavioural approach of management thought? **1 point**

☒ (a) Nudge Theory

☐ (b) Hawthorne studies

☐ (c) Need Theory

☐ (d) Theory of X and Y

Yes, the answer is correct.
Score: 1
Accepted Answers:
(a) Nudge Theory

Week 2 : Assignment 2

The due date for submitting this assignment has passed.

Due on 2022-08-10, 23:59 IST.

Assignment submitted on 2022-08-07, 14:15 IST

- 1)

In which type of planning we find it is need to keep identifying alternative courses of action that can be implemented when the original plan proves inadequate because of changing circumstances.?

1 point

☒

(a) Strategic planning

☐

(b) Operational planning

☐

(c) Tactical planning

☐

(d) Contingency planning

No, the answer is incorrect.
Score: 0

Accepted Answers:
(d) Contingency planning
- 2)

How many steps are involved in the process of planning?

1 point

☐

(a) 06

☐

(b) 08

☒

(c) 10

☐

(d) 12

Yes, the answer is correct.
Score: 1

Accepted Answers:
(c) 10
- 3)

In some organisations management thinks planning will bring all objectives fulfilled which neglects their real work and efficiency and adverse effect is being faced by the organisation. What type of limitations of planning is it?

1 point

☐

(a) Functional level

☒

(b) Planning does not ensure success

☐

(c) Business level

☐

(d) Operating level

Yes, the answer is correct.
Score: 1

Accepted Answers:
(b) Planning does not ensure success
- 4)

Managing risk is essential to bring out success of an organization. Sometimes unforeseen events occur which required to deal immediately. In doing all these, the need of -----is gradually increasing. Fill up the blank

1 point

☐

(a) staffing

☒

(b) planning

☐

(c) controlling

☐

(d) budgeting

Yes, the answer is correct.
Score: 1

Accepted Answers:
(b) planning
- 5)

Where do we find; all objectives are set by the leaders of the organisation as they are at the top level of the organisation and have clear understanding of the organisation to outline where they want to see the organisation?

1 point

☐

(a) Scientific management

☐

(b) Management by objective

☐

(c) Management by exceptions

☒

(d) traditional objective setting

Yes, the answer is correct.
Score: 1

Accepted Answers:
(d) traditional objective setting
- 6)

How many major areas of traditional objective setting have your learnt from the lecture?

1 point

☐

(a) Seven

☒

(b) Eight

☐

(c) Nine

☐

(d) Ten

Yes, the answer is correct.
Score: 1

Accepted Answers:
(b) Eight
- 7)

In which period the strategic management largely dealt with size growth and portfolio theory as it shifted from planning to a strategy?

1 point

☐

(a) 1990s

☐

(b) 1980s

☒

(c) 1970s

☐

(d) 1960s

Yes, the answer is correct.
Score: 1

Accepted Answers:
(c) 1970s
- 8)

Which of the followings is one of the components of strategic management?

1 point

☐

(a) Multifarious change

☐

(b) Different dimensions

☐

(c) Making decision for the future

☒

(d) Environmental scanning

Yes, the answer is correct.
Score: 1

Accepted Answers:
(d) Environmental scanning
- 9)

In which point of view, planning premises can be classified into two types such as – tangible and intangible planning premises?

1 point

☒

(a) Quantitative measurement

☐

(b) Existing assumptions

☐

(c) Forces and factors

☐

(d) None of the above

Yes, the answer is correct.
Score: 1

Accepted Answers:
(a) Quantitative measurement
- 10)

We may sum up certain features such as- it is concerned with future assumptions, it shows the probability of future events and happening, it is based on past and present data analysis, it is done using statistical tools and techniques, it makes use of personal. What about these features are spoken of summing up?

1 point

☐

(a) Planning

☒

(b) Forecasting

☐

(c) Premising

☐

(d) None of these

Yes, the answer is correct.
Score: 1

Accepted Answers:
(b) Forecasting

Week 3 : Assignment 3

The due date for submitting this assignment has passed.

Due on 2022-08-17, 23:59 IST.

Assignment submitted on 2022-08-14, 15:03 IST

1)

Which is considered as the key to success for every manager as they are responsible for ascertaining the decisions made are as per defined objectives?

1 point

☐

(a) Man power planning

☐

(b) Human resource development

☒

(c) Decision making

☐

(d) Management by objective

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Decision making

2)

Which type of decisions we find that choices are directly related to the achievement of common goals having long term effect on organisations?

1 point

☐

(a) Tactical decisions

☐

(b) Operational decisions

☒

(c) Strategic decisions

☐

(d) All of these

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Strategic decisions

3)

How many types of decision-making models have you generally found in the lecture?

1 point

☐

(a) Three

☒

(b) Four

☐

(c) Five

☐

(d) Six

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) Four

4)

Who has shown that human beings go through three essential stages in the act of solving problems?

1 point

☐

a) K. Aswathappa.

☐

b) D.K. Bhattacharyya.

☐

c) A.F. Stoner.

☒

d) H. Simon

Yes, the answer is correct.

Score: 1

Accepted Answers:

d) H. Simon

5)

'The right side of human brain is believed to have logic, language, math and analysis. Decision tends to be rational and fact based in case right side of the managers/decision makers is more dominant'. State whether the statement is true or false.

1 point

☒

a) True

☐

b) False

Yes, the answer is correct.

Score: 1

Accepted Answers:

a) True

6)

How many styles of decision making have been classified by Lombardo, J. and Scalia, S.?

1 point

☐

a) Three

☒

b) Four.

☐

c) Five

☐

d) Six

Yes, the answer is correct.

Score: 1

Accepted Answers:

b) Four.

7)

Which is referred to the process of evaluating and choosing among alternatives in a manner consistent with ethical principles?

1 point

☒

a) Ethical decision making

☐

b) Tactical decision making

☐

c) Operational decision making

☐

d) Strategic decision making

Yes, the answer is correct.

Score: 1

Accepted Answers:

a) Ethical decision making

8)

Which of the following is NOT one of the barriers of decision making?

1 point

☐

a) Compromised decision

☐

b) Biased decision

☐

c) Limited analysis

☒

d) Controllable environment factor

Yes, the answer is correct.

Score: 1

Accepted Answers:

d) Controllable environment factor

9)

In this stage of group development ultimately, the group terminates when the group is unable to satisfy the needs of members within the boundaries that it had set for itself. Members look to other groups to satisfy their needs. The group's existence becomes redundant and it fades away. What is this stage called?

1 point

☐

a) Performing

☒

b) Adjourning

☐

c) Storming

☐

d) Norming

Yes, the answer is correct.

Score: 1

Accepted Answers:

b) Adjourning

10)

In this group decision making process, managers have role to make group participate into the process of implementing group decisions in order to attain the organisational goals. What is this process called?

1 point

☐

(a) Information gathering and analysis of the facts required to solve the problem

☐

(b) Choosing the best decision from the alternatives available

☒

(c) Implementing the decision

☐

(d) Communicating the decision

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Implementing the decision

Week 4 : Assignment 4

The due date for submitting this assignment has passed.

Due on 2022-08-24, 23:59 IST.

Assignment submitted on 2022-08-24, 21:22 IST

- 1) Which is a strategic model of management that aims to improve the performance of an organisation by clearly defining the objectives to both the management and the employees?

1 point

☐ a) Personnel management

☐ b) Scientific management

☐ c) Strategic management

☒ d) Management by objectives

Yes, the answer is correct.

Score: 1

Accepted Answers:

d) Management by objectives
- 2) Who has developed five steps of management by objectives?

1 point

☐ a) H. Simon

☐ b) S. Freud

☒ c) P. Drucker

☐ d) H. Fayol

Yes, the answer is correct.

Score: 1

Accepted Answers:

c) P. Drucker
- 3) Which one of the followings is related to MBO in compare to MBE as dependency of one unit with others is high?

1 point

☐ a) Determining the organisational objectives

☒ b) Dependency of one unit with other is less

☐ c) Monitoring of progress

☐ d) Clarity of goals

Yes, the answer is correct.

Score: 1

Accepted Answers:

b) Dependency of one unit with other is less
- 4) 'It is observed for providing enough scope to employees for having necessary training, motivation and facilities for their development'- Which principle of MBE is it?

1 point

☐ a) Invite co-partnership

☒ b) Development of subordinates

☐ c) Delegation of authority

☐ d) Hard labour and discipline

Yes, the answer is correct.

Score: 1

Accepted Answers:

b) Development of subordinates
- 5) Being a capitalist country, the economic and commercial organizations of this nation are mostly run with profit making ideology and accustomed to the 'hire and fire' style of management. Which country is referred to in the statement?

1 point

☒ (a) America

☐ (b) Australia

☐ (c) Singapore

☐ (d) New Zealand

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) America
- 6) Workers of which country are unlikely to question a superior even if, they are absolutely wrong because of the existing socio-cultural practice?

1 point

☐ (a) America

☐ (b) Japan

☒ (c) India

☐ (d) Hongkong

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) India
- 7) Which one of the independent organizational factors in 7'S Framework is meant to determine organizational process, procedures, reports, and routines and it should be the main focus for managers during organizational change?

1 point

☐ (a) Strategy

☐ (b) Structure

☐ (c) Staff

☒ (d) System

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) System
- 8) The management can analyze the effects of changing corporate culture, policies, strategies, structure, technology over the organization with the change of time. What type of advantages of 7'S approach is it related with?

1 point

☐ (a) Setting comprehensive framework

☒ (b) Analysing impact of future change

☐ (c) Linking with academic research with management

☐ (d) Aligning organizational process

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) Analysing impact of future change
- 9) It shows I am able to organize myself and offer my own ideas to any project. It's about being the boss of mine, not the boss of a team or company. What does 'It' mean?

1 point

☒ (a) Self-management

☐ (b) Fund management

☐ (c) Resource management

☐ (d) Event management

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) Self-management
- 10) _____ is a part of believe in own self, team, work and ideas. And people will get it enhanced when managers will be seen achieving that exciting result by the way of better management of time. That the only thing they should do is to rely on managers. Fill up the blank.

1 point

☐ a) Organizing

☐ b) Problem solving

☒ c) Confidence

☐ d) Self-protection

Yes, the answer is correct.

Score: 1

Accepted Answers:

c) Confidence

Week 5 : Assignment 5

The due date for submitting this assignment has passed.

Due on 2022-08-31, 23:59 IST.

Assignment submitted on 2022-08-31, 20:09 IST

1) Who has described 'organization is the process of identifying and grouping work to be performed, defining and delegating responsibility and authority and establishing relationships for the purpose of enabling people to work most effectively together in accomplishing objectives?'

1 point

- ☐ (a) P. Drucker
- ☐ (b) Oliver Sheldon
- ☒ (c) Louis Allen
- ☐ (d) H. Simon

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Louis Allen

2) The delegated authority and responsibility should be coordinated by the chief managerial staff. The reason is that there must be a separate and responsible person to see whether all the activities are going on to accomplish the objectives of the organization or not. Which type of function of organization does it speak of?

1 point

- ☐ (a) Defining relationship
- ☒ (b) Coordination of various activities
- ☐ (c) Delegation of authority
- ☐ (d) Allotment of duties to specified persons

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) Coordination of various activities

3) In general, how many types of organisational structure have you learnt from the lecture of this course?

1 point

- ☒ (a) Four
- ☐ (b) Six
- ☐ (c) Eight
- ☐ (d) Ten

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) Four

4) Large organizations divide some of its functions based on the specialized areas and, so, subtasks are defined in different tasks. These subtasks are distributed among individual job roles. Which type of component of organizational design and structure is it?

1 point

- ☐ a) Span of control
- ☐ b) Formalization
- ☐ c) Centralization
- ☒ d) Specialization

Yes, the answer is correct.

Score: 1

Accepted Answers:

d) Specialization

5) How many functions of coordination have you learnt from the lecture?

1 point

- ☐ (a) 03
- ☒ (b) 05
- ☐ (c) 08
- ☐ (d) 09

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) 05

6) 'Individual interest of people become more important and works as a barrier to co-ordination'. State whether the statement is True or False.

1 point

- ☒ (a) True
- ☐ (b) False

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) True

7) Which type of factors effecting differentiation strategy that makes better application of technology with faster drive so that time and cost management give resultant effect?

1 point

- ☐ (a) Valuable
- ☒ (b) Superior
- ☐ (c) Important
- ☐ (d) Distinctive

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) Superior

8) Differentiation can be positive when it is done to the extreme that the consumers do not believe its credibility or they may think it as an excessive luxury'. State whether the statement is true or false.

1 point

- ☐ (a) True
- ☒ (b) False

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) False

9) There are three bases of differentiation strategies which include, product, price and place. Find out the odd one base from the statement.

1 point

- ☐ (a) Profit
- ☐ (b) Promotion
- ☐ (c) Environment
- ☒ (d) Organization

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) Organization

10) The promotion mix and the communication play a crucial role in the differentiation strategy. Companies rely heavily on their ----- efforts to convert the customer to their products. The promotion mix helps target the correct segment and hence plays a crucial role in differentiation strategy. Fill up the blank.

1 point

- ☐ (a) Staffing
- ☐ (b) Innovation and invention
- ☐ (c) packaging
- ☒ (d) branding

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) branding

Week 6 : Assignment 6

The due date for submitting this assignment has passed.

Due on 2022-09-07, 23:59 IST.

Assignment submitted on 2022-09-07, 20:24 IST

1) What the system called in which the manager having the group of subordinates who report him directly?

(a) Span of management

(b) Division of labour

(c) Unity of command

(d) All of these

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) *Span of management*

2) How many factors of influencing span of management have you learnt?

(a) 7

(b) 8

(c) 9

(d) 10

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) 9

3) Who has defined Centralization as “everything that goes to increase importance of the subordinate's role is decentralization, everything which goes to reduce it is centralization?”

(a) Louis Allen

(b) Henry Fayol

(c) P. Drucker

(d) K. Aswathappa

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) *Henry Fayol*

4) Which of the following is NOT a type of decentralization?

(a) Functional decentralization

(b) Federal decentralization

(c) Regional decentralization

(d) Local decentralization

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) *Local decentralization*

5) Delegation is the process where a manager divides the work assigned to him so as to get help from others in accomplishing the same. It involves the four steps. How many elements there we find in these four steps?

(a) Two

(b) Three

(c) Four

(d) Five

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) *Three*

6) What happens to decentralization when the basis of freedom of action in delegation is very little freedom to the subordinates?

(a) Responsibility is also delegated to subordinates

(b) Decentralization is a decisions function by nature

(c) Considerable freedom

(d) It is important decision of an enterprise

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) *Considerable freedom*

7) We find that power is of five types, such as legitimate power, coercive power, reward power, _____ and referent power. Fill up the blank.

(a) Super power

(b) Expert power

(c) Transfer power

(d) Internal power

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) *Expert power*

8) What type of authority does rest on personal charisma of a leader who commands respect of his followers on the basis of his personality and his personal traits such as intelligence and integrity?

(a) Legal authority

(b) Traditional authority.

(c) Charismatic authority

(d) None of these

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) *Charismatic authority*

9) Which of the following is NOT the main type of staff in an organization that you have learnt?

(a) Specialized staff

(b) General staff

(c) Personal staff

(d) Administrative staff

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) *Administrative staff*

10) Line and Staff Organization is a compromise of _____. It is more complex than line concern. Fill up the blanks.

(a) staff function

(b) line function

(c) line organization

(d) flat organization

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) *line organization*

Week 7 : Assignment 7

The due date for submitting this assignment has passed.

Due on 2022-09-14, 23:59 IST.

Assignment submitted on 2022-09-14, 19:51 IST

1) In terms of job design, there is tight division of labour, independence and specialization in traditional HRM, what is happened to strategic HRM in this context of job design? **1 point**

- ☐ (a) Fast, proactive, integrated
- ☐ (b) Investment center
- ☒ (c) Broad, flexible, cross training and teams
- ☐ (d) People, knowledge

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Broad, flexible, cross training and teams

2) What is the fifth step of recruitment process? **1 point**

- ☐ (a) Attracting a pool of recruits
- ☒ (b) Selecting the best recruits
- ☐ (c) Designing job description
- ☐ (d) Performing job analysis

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) Selecting the best recruits

3) It 'is the process of finding and attracting capable applicants for employment. The process begins when new recruits are sought and ends when their applications are submitted.' State whether the statement is true or false. **1 point**

- ☒ a) True
- ☐ b) False

Yes, the answer is correct.

Score: 1

Accepted Answers:

a) True

4) 'Applicants are looking for the potential employment opportunities.' How is this statement related with? **1 point**

- ☐ (a) Importance of recruitment.
- ☐ (b) Job description
- ☐ (c) Selection goals
- ☒ (d) Recruitment goals

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) Recruitment goals

5) Which of the following is NOT a basic selection criterion? **1 point**

- ☒ (a) Non-formal education
- ☐ (b) Experience and past performance
- ☐ (c) Physical characteristics
- ☐ (d) Personality characteristics

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) Non-formal education

6) What type of selection interview does use a list of predetermined questions and all applicants are asked the same question? . **1 point**

- ☒ (a) Structured interview
- ☐ (b) Unstructured interview
- ☐ (c) Personal interview
- ☐ (d) Group interview

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) Structured interview

7) Which component of Performance Management is sub theme like business unit leadership manager commitment, capability, confidence, employee commitment, capability and confidence? **1 point**

- ☐ (a) Tools/technology
- ☒ (b) People
- ☐ (c) Competencies
- ☐ (d) Process

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) People

8) Which of the following is NOT conflicting uses for performance appraisal under administrative uses? **1 point**

- ☐ (a) Compensation
- ☐ (b) Promotion
- ☒ (c) Coaching
- ☐ (d) Dismissal

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Coaching

9) What is called to a scale that allows the ratter to indicate any employee's performance on a continuum of job behaviours? **1 point**

- ☐ (a) Bell shaped curve
- ☐ (b) Ranking
- ☐ (c) Behaviour rating scale
- ☒ (d) Graphic rating scale

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) Graphic rating scale

10) Which is the third step of the MBO process? **1 point**

- ☐ (a) Continuing performance discussions
- ☒ (b) Objective setting
- ☐ (c) Job review and agreement
- ☐ (d) Development of performance standards

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) Objective setting

Week 8 : Assignment 8

The due date for submitting this assignment has passed.

Due on 2022-09-21, 23:59 IST.

Assignment submitted on 2022-09-20, 22:47 IST

1)

In what type of career we find frequently changing based on changes in the person and changes in the work environment?

1 point

☐

(a) Traditional career

☐

(b) Double career

☒

(c) Protean career

☐

(d) Portfolio career

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) *Protean career*

2)

In which generations of workers have motivation of "Honest day's pay for an honest day's work?"

1 point

☐

a) Generation Y

☐

b) Gen X

☐

c) Baby boomers

☒

d) Traditionalists

Yes, the answer is correct.

Score: 1

Accepted Answers:

d) *Traditionalists*

3)

How many functions of career development have you learnt from the lecture?

1 point

☐

(a) Two

☐

(b) Three

☐

(c) Four

☒

(d) Five

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) *Five*

4)

Which of the following is NOT a factor influencing career and career development?

1 point

☐

(a) Personality of employee

☒

(b) Company profit

☐

(c) Performed job position

☐

(d) Behaviour and self-presentation

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) *Company profit*

5)

Which is considered as the extent to which employees are capable to cope with problems that affect their work?

1 point

☐

(a) Career identity

☒

(b) Career resilience

☐

(c) Career insight

☐

(d) None of these

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) *Career resilience*

6)

Which is the send step of career management process called?

1 point

☐

(a) Action planning

☐

(b) Goal setting

☐

(c) Self-assessment

☒

(d) Reality check

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) *Reality check*

7)

Which of the following does play vital role in integrating the various plans through mutual discussion, or organizing various activities of different departments?

1 point

☐

(a) Organization

☒

(b) Coordination

☐

(c) Career development

☐

(d) Career management

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) *Coordination*

8)

If it is followed properly, coordination will be successful- which principles of effective coordination does it speak of?

1 point

☐

(a) Early start

☐

(b) Direct contact

☒

(c) Reciprocal relations

☐

(d) Continuity

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) *Reciprocal relations*

9)

Who was Henry Mintzberg?

1 point

☒

(a) Canadian Academician

☐

(b) American Factory Engineer

☐

(c) Canadian Philosopher

☐

(d) American Think tanker

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) *Canadian Academician*

10)

Which one is NOT an obstacle to coordination?

1 point

☐

(a) Conflicting roles

☐

(b) Lack of commitment

☒

(c) Delegation

☐

(d) Lack of efficient leading

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) *Delegation*

Week 9 : Assignment 9

The due date for submitting this assignment has passed.

Due on 2022-09-28, 23:59 IST.

Assignment submitted on 2022-09-28, 12:38 IST

- 1)

Which kind of component of the organizational change has description like those with an uncertain future at work may feel that their contribution is not needed or valued?

1 point
- ☐

(a) Connection

☒

(b) Contribution

☐

(c) Certainty

☐

(d) Growth
- Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) Contribution

2)

Which is considered as the process, tools and techniques to manage the people side of change to achieve the required business outcome?

1 point

☐

(a) Performance management

☐

(b) Fund management

☒

(c) Change management

☐

(d) Organizational management

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Change management

3)

Typical kinds of change efforts directed at human resources. Which of the following does NOT include of them?

1 point

☐

(a) Changing top management team

☐

(b) Investment in training and development

☒

(c) Punishment systems

☐

(d) Changing culture in response to diversity

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Punishment systems

4)

Workers who are in the age group of ----- plus value loyalty to their employers. Workers in their mid-thirties to forties are loyal to themselves only. The youngest generation of workers is loyal to their career. Fill up the blank.

1 point

☐

(a) 30 to 40

☐

(b) 40 to 50

☒

(c) 50 Plus

☐

(d) None of these

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) 50 Plus

5)

Which of the following is NOT a type of resistance to change?

1 point

☐

(a) Logical resistance

☒

(b) Economic resistance

☐

(c) Sociological resistance

☐

(d) Psychological resistance

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) Economic resistance

6)

Organisation maintains several systems for stability. Rewards, punishment, promotion and discipline are administered depending upon the system which are over determined and sometimes provide resistance to change as it is designed for stability. What type of organizational level resistance to change does this deal with?

1 point

☐

(a) Organizational culture

☐

(b) Organizational strategies

☐

(c) Organizational structure

☒

(d) Over determination

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) Over determination

7)

A common OD approach used to help organizations negotiate change, i.e., action research, consists of four steps. What is its last step called?

1 point

☐

(a) Intervention

☐

(b) Action planning

☐

(c) Diagnosis

☒

(d) Evaluation

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) Evaluation

8)

Who modified the Lewin's model of change to include six phases of change from planning to monitoring?

1 point

☒

(a) Ronald Havelock

☐

(b) McKinsey

☐

(c) John Kotter

☐

(d) Elton Mayo

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) Ronald Havelock

9)

Which approach to manage the resistance to change has the limitation that it can be risky if it leaves people angry at the initiators?

1 point

☐

(a) Negotiation and agreement

☐

(b) Manipulation and cooperation

☒

(c) Explicit and implicit coercion

☐

(d) Facilitation and support

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Explicit and implicit coercion

10)

In which year Fennell suggested that the strategic choice model is the one based in the changes happened to particular variables like the board composition and structure?

1 point

☐

(a) 1973

☒

(b) 1993

☐

(c) 1986

☐

(d) 1996

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) 1993

Week 10 : Assignment 10

The due date for submitting this assignment has passed.

Due on 2022-10-05, 23:59 IST.

Assignment submitted on 2022-10-05, 15:59 IST

1) Which behavioural situation of the employee has reaction to change like nothing wrong to try new things? 1 point

- ☐ (a) Poor timing
- ☐ (b) Lack of resources
- ☒ (c) Not our cup of tea
- ☐ (d) Need for safety

Yes, the answer is correct.
Score: 1

Accepted Answers:

(c) Not our cup of tea

2) Roger Philby, has identified a set of three principles of behavioural change for the workplace. Who was Roger Philby? 1 point

- ☐ a) Physician of UK
- ☒ b) CEO of the Chemistry Group, UK
- ☐ c) Head of the Chemical Society, UK
- ☐ d) Academician of UK

Yes, the answer is correct.
Score: 1

Accepted Answers:

b) CEO of the Chemistry Group, UK

3) Who has/have classified change as either incremental or transformational? 1 point

- ☐ a) Levy
- ☐ b) Gersick
- ☐ c) Miller and Friesen
- ☒ d) Dunphy and Stace

Yes, the answer is correct.
Score: 1

Accepted Answers:

d) Dunphy and Stace

4) Many organizations are preparing for more change by: cutting out layers, decentralizing decision making, shift toward horizontal structures, empowered teams and workers, incorporating e-Business. Which one is missing as you have gone through the lecture materials on strategy and structure change of organization? 1 point

- ☐ (a) centralizing decision
- ☐ (b) managing human resource
- ☒ (c) virtual network strategies
- ☐ (d) promoting work culture

Yes, the answer is correct.
Score: 1

Accepted Answers:

(c) virtual network strategies

5) Which theory was developed by American behavioural economists Richard Thaler and Cass Sunstein? 1 point

- ☐ a) Change Management theory
- ☐ b) ADKAR Model
- ☐ c) Force Field theory
- ☒ d) Nudge theory

Yes, the answer is correct.
Score: 1

Accepted Answers:

d) Nudge theory

6) In which year, Elisabeth Kubler-Ross described five popular stages of grief? 1 point

- ☐ a) 1979
- ☒ b) 1969
- ☐ c) 1959
- ☐ d) 1972

Yes, the answer is correct.
Score: 1

Accepted Answers:

b) 1969

7) How many steps does Action Research model have for planned change management? 1 point

- ☒ (a) Six
- ☐ (b) Seven
- ☐ (c) Eight
- ☐ (d) Nine

No, the answer is incorrect.
Score: 0

Accepted Answers:

(c) Eight

8) It is a useful method for facilitating organizational change by collaborating and involving the client in the entire process of diagnostic, problem identification, experiential learning and problem-solving process. What does 'it' mean? 1 point

- ☐ (a) Change management
- ☐ (b) Organizational development
- ☒ (c) Action research
- ☐ (d) Organizational change

Yes, the answer is correct.
Score: 1

Accepted Answers:

(c) Action research

9) Organizational ----- approach fulfills certain conditions for which a favourable environment conducive for organisational change may be created. Fill up the blank. 1 point

- ☒ (a) development
- ☐ (b) behaviour
- ☐ (c) structure
- ☐ (d) strategy

Yes, the answer is correct.
Score: 1

Accepted Answers:

(a) development

10) How many categories of organizational development (OD) techniques have you learnt from the lecture? 1 point

- ☐ (a) Two
- ☐ (b) Three
- ☒ (c) Four
- ☐ (d) Five

Yes, the answer is correct.
Score: 1

Accepted Answers:

(c) Four

Week 11 : Assignment 11

The due date for submitting this assignment has passed.

Due on 2022-10-12, 23:59 IST.

Assignment submitted on 2022-10-09, 21:36 IST

- 1)

In leadership process, non-coercive influence works between leader and followers. Which one is the end component in this process?

1 point

☐

(a) Influence

☒

(b) Goal

☐

(c) Direction

☐

(d) Decision

Yes, the answer is correct.
Score: 1
Accepted Answers:
(b) Goal
- 2)

What type of leadership arises, when a person without formal authority, is influential in directing the behaviour of others through actions or personal attractions?

1 point

☐

(a) Bureaucratic leadership

☐

(b) Charismatic leadership

☐

(c) Strategic leadership

☒

(d) Informal leadership

Yes, the answer is correct.
Score: 1
Accepted Answers:
(d) Informal leadership
- 3)

In leadership, which model/theory does consider situational favorableness for leader like, leader-member relations, task structure and position power?

1 point

☐

(a) Trait theory

☐

(b) VUCA model

☒

(c) Fiedler model/Contingency theory

☐

(d) Behavioural theory

Yes, the answer is correct.
Score: 1
Accepted Answers:
(c) Fiedler model/Contingency theory
- 4)

Members of a group are interested in common goals where as members of a team are interested in common goals and ----- to purpose. Fill up the blank.

1 point

☐

a) self-imposed

☒

b) commitment

☐

c) accountable

☐

d) responsible

Yes, the answer is correct.
Score: 1
Accepted Answers:
b) commitment
- 5)

What do we call to the degree to which members of a group share a common demographic attribute, such as age, sex, race, educational level, or length of service in the organization, and the impact of this attribute on turnover?

1 point

☒

a) Group demography

☐

b) Group norms

☐

c) Group work

☐

d) None of these

Yes, the answer is correct.
Score: 1
Accepted Answers:
a) Group demography
- 6)

Which concept does include three interrelated aspects that must be considered: the job, the individual and the organisation?

1 point

☐

a) Leadership

☐

b) Motivation

☒

c) Human factor

☐

d) Controlling

Yes, the answer is correct.
Score: 1
Accepted Answers:
c) Human factor
- 7)

Which discipline of study is NOT related to human factors as you have learnt from the lecture?

1 point

☐

a) Engineering psychology

☐

b) Cognitive science

☐

c) Engineering psychology

☒

d) Information technology

Yes, the answer is correct.
Score: 1
Accepted Answers:
d) Information technology
- 8)

How many theories of motivation have been discussed in the lecture session?

1 point

☐

a) 02

☐

b) 04

☒

c) 06

☐

d) 08

Yes, the answer is correct.
Score: 1
Accepted Answers:
c) 06
- 9)

Which of the following is NOT a purpose of communication?

1 point

☐

(a) Coordination

☐

(b) Learning management skills

☒

(c) Flow of resources

☐

(d) Preparing people to accept change

Yes, the answer is correct.
Score: 1
Accepted Answers:
(c) Flow of resources
- 10)

How many methods of spoken (verbal) communication have you learnt about?

1 point

☐

(a) Four

☒

(b) Five

☐

(c) Six

☐

(d) Seven

Yes, the answer is correct.
Score: 1
Accepted Answers:
(b) Five

Week 12 : Assignment 12

The due date for submitting this assignment has passed.

Due on 2022-10-19, 23:59 IST.

Assignment submitted on 2022-10-14, 22:05 IST

- 1) What is the last step of controlling process?

(a) Comparing actual work with standard

(b) Taking corrective action

(c) Measuring actual performance

(d) Setting standard

Yes, the answer is correct.

Score: 1

Accepted Answers:

(b) Taking corrective action

1 point
- 2) What type of importance of controlling has features like it motivates employees to perform better and it rewards and recognition?

(a) Psychological pressure

(b) Coordination in action

(c) Managerial accountability

(d) Employee morale

Yes, the answer is correct.

Score: 1

Accepted Answers:

(a) Psychological pressure

1 point
- 3) Which of the following is NOT related to the techniques of flexibility of controlling?

(a) Alternative plans

(b) Adaptable to new developments

(c) Control work not workers

(d) Keep pace with changing environment

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Control work not workers

1 point
- 4) What type of contemporary issues in controlling is related to the system by which company governs, interest of the company is protected?

(a) Customer interaction

(b) Workplace concern

(c) Corporate governance

(d) All of these

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Corporate governance

1 point
- 5) Why budgeting is considered as useful?

(a) It enhances communication

(b) It enhances coordination

(c) It enhances both communication and coordination

(d) Specifies means of achieving them

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) It enhances both communication and coordination

1 point
- 6) Who can NOT be associated in the budget committee, that is responsible for approval of budget?

(a) Various presidents and vice presidents

(b) Controller

(c) Senior managers

(d) Supervisors

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) Supervisors

1 point
- 7) In participative budgeting use of input from lower- and middle-management employees is happened. In What other name is the participating budgeting called?

a) Master budgeting

b) Grass roots budgeting

c) Zero base budgeting

d) Operating budget

Yes, the answer is correct.

Score: 1

Accepted Answers:

b) Grass roots budgeting

1 point
- 8) Horizontal ----- relationships in flat organizations establish peer relationships with multiple employees holding decision making powers. Fill up the blank.

(a) communication

(b) staffing

(c) controlling

(d) reporting

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) reporting

1 point
- 9) What of an organization does show the reporting relationships and communication channels?

(a) Coordination

(b) Budgeting

(c) Structure

(d) Management

Yes, the answer is correct.

Score: 1

Accepted Answers:

(c) Structure

1 point
- 10) What type of activity is NOT included at the level of First-line Managers in reporting relationship at various management levels?

(a) Coordinate activities

(b) Supervise employees

(c) Report to middle managers

(d) Set objectives

Yes, the answer is correct.

Score: 1

Accepted Answers:

(d) Set objectives

1 point