

## Ethics Assignment-1

MCQ

- ① ② Cooperative not individualism
- ② ③ management skills apply to manager's at all levels in an organisation
- ③ ③ Helps to calculate the duration of rest intervals given to employees
- ④ ④ All of them
- ⑤ ③ The father of general management

SA

- ① Management is the administration of an organisation, whether it is a business, a non-profit organisation / a govt. body.
- ② A legal entity formed by a group of individuals to engage in & operate a business commercial / individual - enterprise is called a company
- ③ Helps in achieving group goals :- Arranges the factors of production, assembled and organizes the resources.

④ Entrepreneur

- 1) Visionary and bears all financial risks
- 2) Focuses on starting and expanding the business ideas

Manager

- works for salary and does not have to bear risks.  
Focus on daily smooth functioning of business.

- ② (i) Work study
- (ii) Set standardisation of job & equipment
- (iii) Scientific selection
- (iv) Development of formal relationship
- (v) Introduction of costing system
- (vi) Mental System

L.A

① (i) Division of work: Henri believed that segregating work in the work force amongst the worker enhance the quality of the product

(ii) Authority & Responsibility :- There are 2 key aspects of management.

(iii) Discipline: Without discipline nothing can be accomplished

(iv) Unity of Command: Means an employee should have only one boss and follow his command.

(v) Unity of direction: Whoever is engaged in the same activity should have a unified goal.

(vi) Subordination of individual interest: Indicates a company should work unitarily.

(vii) Remuneration: Plays an important role in motivating the workers of a company.

(viii) Centralization: The management / any authority responsible for decision making process.

(ix) Scalar chain:- ~~the~~ hierarchy should be from top to the lowest. Necessary

(x) Order  
→ A company should maintain a well-defined work order & have a favourable work culture.

(xi) Equity:- All employees should be treated  
→ equally.

(xii) Stability: All Employees delivers the best of they feel secure in their job

(xiii) Initiative: Management should support & encourage to take initiative in an organisation

(xiv) Esprit de Corps

→ It is the responsibility of the management to motivate their employees & be supportive to each other regularly.