○ B

○ C

○ D

○ E

○ F

○ G

○ H

○ I

○ J

6. _____ represent(s) the application of information concepts and technology to routine, repetitive, and usually ordinary business transactions   * (1 Point)

○ E-commerce

◉ Transaction processing systems

○ Management information systems

○ Decision support systems

7. Which part of the management process includes measuring results, comparing results to expectations, and taking corrective action to bring results into line?   * (1 Point)

○ planning

○ organizing

○ leading

◉ controlling

8. Which of the following is not a kind of leadership skill required for effective leadership?
* 📖 (1 Point)

☑ Vision

☑ Empowerment

☑ Punishment

☐ Threat

9. Functional structures help to create... * 📖 (1 Point)

○ Teamwork

◉ Specialisation

○ Project work groups

○ Project work groups

10. According to Maslow's hierarchy of needs, which of the following does not belong to social needs?
* 📖 (1 Point)

○ Friendship

○ Exchange of feelings and grievances

○ Belongingness

⦿ Economic security

11. Identify the correct sequence of the steps involved in the staffing process. * 📖 (1 Point)

◯ Recruitment, Estimating the Manpower Requirements, Placement, and Orientation, Selection

◯ Estimating the Manpower Requirements, Selection, Placement, and Orientation, Recruitment

◯ Selection, Estimating the Manpower Requirements, Recruitment, Placement, and Orientation

⦿ Estimating the Manpower Requirements, Recruitment, Selection, Placement, and Orientation

12. Which one of the following would be considered a motivator in the motivation-hygiene theory?   * 📖 (1 Point)

☐ Salary

☐ Appreciation

☐ Working conditions

☑ Recognition

13. Which of the following is NOT an internal motivational force? * 📖 (1 Point)

◯ goals

◯ needs

◯ attitudes

⦿ feedback

14. Management information systems (MIS) * 📖 (1 Point)

○ development and share documents that support day-today office activities.

○ process business transactions (e.g., time cards, payments, orders, ecapture and reproduce the knowledge of an expert problem solver

◉ use the transaction data to produce information needed by managers to run the business

○ none of the above

15. Organising as a function of management involves deciding * 🔊 (1 Point)

○ What activities and resources are required

○ Who will do a particular task

○ Where will it be done

◉ All of the above

○ None of the Above

16. Buying and selling of manufacturing goods related to which entrepreneur * 🔊 (1 Point)

○ Novice Entrepreneur

○ Imitative Entrepreneur

◉ Trading entrepreneur

○ Portfolio Entrepreneurs

17. _____ is well suited to highly targeted marketing efforts and to building one-to-one customer relationships. * 🔊 (1 Point)

○ Advertising

◯ Public relations

◯ Sales promotion

⬤ Direct marketing

18. Management information system is _____human-machine based system * 📖 (1 Point)

◯ An interpreted

⬤ An integrated

◯ An interstellar

◯ An interdependent

19.
    Which of the following are not the characteristics of Entrepreneurship? * 📖 (1 Point)

◯ Innovative urge

◯ Managerial skills

⬤ Risk aversion

◯ Decision making

20. In the context of entrepreneurship, which of the following hold true * 📖 (1 Point)

◯ Entrepreneurship takes place in small businesses

◯ Entrepreneurship takes place in large businesses

◯ Entrepreneurship does not take place in social entreprises

◉ Entrepreneurship takes place in multiple contexts

21. Management _____ in order to achieve the goals. * 📖⁴⁾ (1 Point)

☐ registers trademark

☐ develops tactics

☑ formulates strategies

☐ outsources operations

22. What do you call a style of leadership that takes account of others' views, opinions and ideas? * 📖⁴⁾ (1 Point)

◯ Laissez-faire

◯ People-oriented

◉ Democratic

◯ Autocratic

23. The following is not a function of advertising * 📖⁴⁾ (1 Point)

◯ Information

◯ Brand image Building

◯ Persuasion

◉ Pricing

24. Which of the following statements would most likely be made by a manager who has a Theory X approach to human beings? * 📖⁴⁾ (1 Point)

☐ "Focus on the organization and people will take care of themselves."

☐ "I treat people differently in different ways based on the situation we are facing."

☑ "The only way to get people to work hard is to push them hard."

☐ "People will generally seek greater responsibility and accountability when given the opportunity."

25. Self-actualisation refers to * 🕮 (1 Point)

☐ When people realise it is all about me

☐ When people have lot of friends

☑ the motivation to develop to one's full potential of as a human being

☐ d) when people are in a meaningful relationship