

FBQ1: In business there are absolutely no right or wrong decisions but _____ choices

Answer: *Intelligent*

FBQ2: _____ organization is as old as management

Answer: *Human*

FBQ3: _____ also practiced management in the pre - industrial period

Answer: *Africa*

FBQ4: In order to increase employee productivity _____ was what to do

Answer: *Preoccupation*

FBQ5: The father of scientific management is Fredrick W. _____ --

Answer: *Taylor*

FBQ6: The first principle of management as advocated by _____

Answer: *Henri Fayol*

FBQ7: _____ basic elements was identified by Frank L. Gilbreth in his 17 - motions

Answer: *17*

FBQ8: The article of Harold Koontz is the management theory of _____

Answer: *Jungle*

FBQ9: An orderly study of job requirement is _____

Answer: *Job analysis*

FBQ10: _____ is another name for free - reign leadership

Answer: *Laissez - faire*

FBQ11: Which leadership occurs when a person is appointed as an authority figure

Answer: *Formal*

FBQ12: The process of passing information and understanding from one person to another is known as _____

Answer: *Communication*

FBQ13: The physical form of thought which can be experienced and understood by senses is _____

Answer: *Message*

FBQ14: _____ suggested that people's interpretations of communications coincides with the already held beliefs and attitude

Answer: Donald Robert

FBQ15: The only way to ascertain as to how the message was interpreted is _____

Answer: *Feedback*

FBQ16: The other half of taking is _____

Answer: *Listening*

FBQ17: In the hierarchy of functions exercised by management organization is _____

Answer: *Second*

FBQ18: Getting things done through others is known as _____

Answer: *Management*

FBQ19: _____ is seen as a group of people by others

Answer: *Management*

FBQ20: _____ oversee the function of other people who must work in subordinate position

Answer: *Managers*

FBQ21: The _____ school and the decision theory school has a class relationship

Answer: *Management*

FBQ22: When the demands of a task on hand are ambiguous _____ is needed

Answer: *Directive*

FBQ23: _____ is one of the fore - runners of Taylor

Answer: *Babbage*

FBQ24: An excellent source for highly disciplined veterans is _____

Answer: *Military centres*

FBQ25: _____ is referred to as technical and mechanical skills

Answer: *Training*

FBQ26: The process of choosing the right candidate from a pool of applicant is termed _____

Answer: *Selection*

FBQ27: The most obvious sources which are primarily within the organisation itself is _____

Answer: *Internal sources*

FBQ28: _____ was intended to bring about a complete mental revolution which must occur in the minds of the workmen and management

Answer: *Scientific management*

FBQ29: _____ is influenced by final selection

Answer: *Past experience*

FBQ30: _____ is blamed when its organization fails

Answer: *Management*

FBQ31: One of the most important human activities that permeate all organisation is _____

Answer: *Managing*

FBQ32: _____ ensures that every member of the group contributes his best

Answer: *Managing*

FBQ33: People who are primarily responsible for the achievement of organizational goals are _____

Answer: *Managers*

FBQ34: In making decisions and evaluating its consequences scientific management uses _____ method

Answer: *Science*

FBQ35: The content used in business to highlight the inter - relationship between the functional area of management is _____

Answer: The *systems*

FBQ36: Human relations school places emphasis on the understanding of employees by _____

Answer: *Management*

FBQ37: _____ theory school believes in rational decision making

Answer: *Decision*

FBQ38: A successful manager blends experience with _____ in order to achieve a desired result

Answer: *Science*

FBQ39: Most researches in management deals with _____ to establish validity and reliability

Answer: *Facts*

FBQ40: A scholarly grouping of concepts and _____ creates a theory

Answer: *Principles*

FBQ41: Management theory attempt to present in a concerted manner loose facts about _____ behaviour in organization

Answer: *Human*

FBQ42: Manager's functions are managerial, not _____

Answer: *Technical*

FBQ43: _____ control organization activities

Answer: *Managers*

FBQ44: When the goals of the individual and the goals of the organisations are the same, we have goal _____

Answer: *Congruency*

FBQ45: Advertising will stress quality and service and not _____

Answer: *Price*

FBQ46: There was a time economists believed that the sole purpose of any business was to maximize _____

Answer: *Profit*

FBQ47: Organizations and _____ function better when there is goal cogency

Answer: *Individual*

FBQ48: The aim of the civil service is to _____

Answer: *Serve the people*

FBQ49: The punishment for the violation of Niles in an organisation is _____

Answer: *Immediate dismissal*

FBQ50: The ethical standards of a company are determined by the ethical standards of the _____

Answer: *Executive*

Multiple Choice Questions (MCQs):

MCQ1: _____ management school placed special emphasis upon production

Answer: Scientific

MCQ2: _____ advocated placing workers on a piece of work in order to encourage them to earn more

Answer: Fedrick

MCQ3: The gathering analysis and codification of all rule of thumb and data existing in business is one of _____ principles of management

Answer: Taylor

MCQ4: Taylor was _____ for his lack of humanitarian concept

Answer: applauded

MCQ5: _____ spent his life working on the difference engine

Answer: Charles

MCQ6: Division of labour and specialization is one of _____ contributions to the field of management

Answer: Frank

MCQ7: _____ was production was used to illustrate the benefits of division of labour pointing out the savings in time

Answer: Needle

MCQ8: _____ stressed the need for replacing manual operations by automatic machinery

Answer: Taylor

MCQ9: _____ is known for his work on time and motion studies

Answer: Taylor

MCQ10: Whose book is cheaper by the Dozen

Answer: Taylor

MCQ11: The following are part of the basic elements in on the job motions except

Answer: Sea

MCQ12: _____ developed a flow chart which highlighted the need for breaking an operation into unit and steps

Answer: Frank

MCQ13: The first principles of management were advocated by _____

Answer: Frank

MCQ14: _____ isolated a set of principles that have been thought to managers and students of management

Answer: Fayol

MCQ15: Human relations was advocated by _____

Answer: Babbage

MCQ16: Unity of command is one of _____ principle of management

Answer: Fayol

MCQ17: The management theory jungle is the article of _____

Answer: Harold

MCQ18: _____ grouped Henri and Taylor to the same school

Answer: Mayo

MCQ19: _____ school concentrates on the interpersonal relationship between managers and workers

Answer: Decision theory

MCQ20: _____ school classify themselves as management scientist

Answer: Mathematical

MCQ21: _____ is one of the most important human activities that permeate all organization

Answer: Managing

MCQ22: It is the _____ responsibility to ensure that every member of the group contributes his best

Answer: C.EO

MCQ23: _____ are people who are primarily responsible for the achievement of organizational goals

Answer: Employees

MCQ24: Any organization that fails to realize its objective often blames it on _____

Answer: employees

MCQ25: _____ is the individual to provide the dynamic force or direction

Answer: Manager

MCQ26: _____ is defined as the co-ordinator of all the resources of an organization through the process of planning, organizing, directing and controlling in order to attain organizational objectives

Answer: Manager

MCQ27: _____ require technical skill and conceptual ability

Answer: Art

MCQ28: _____ must possess the know-how in order to create a desired object

Answer: Scientist

MCQ29: Scientific management uses the methods of _____ in making decisions and evaluating its consequences

Answer: hypothesis

MCQ30: _____ concept is often used in business to highlight the interrelationship between the functional areas of management.

Answer: The system

MCQ31: One of the following is an example of a system

Answer: Motor car

MCQ32: For the sales department to meet delivery dates promised to customers. It has to rely on the _____ target

Answer: Maintaining

MCQ33: The success of any system depends on the relationship between the system and its _____

Answer: Production

MCQ34: The major organizational goals include the following except _____

Answer: Survival

MCQ35: _____ is the selection of alternative course of action from available alternatives in order to achieve a given objective

Answer: Selecting

MCQ36: Decision making can be classified into the following except _____

Answer: Decision making under certainty

MCQ37: _____ decision requires the decision maker to acquire a thorough understanding of the problem in order to make an intelligent choice

Answer: Rational

MCQ38: The final selection is influenced by the decision maker's _____

Answer: Further experience

MCQ39: Factors involved in securing acceptance include the following except _____

Answer: Effective communication

MCQ40: _____ could be seen as a group of people assembled together to take action on an administrative task

Answer: Management

MCQ41: The success or failure of a committee in most instances depends on the

Answer: Manager

MCQ42: The success or failure of a committee in most instances depends on the

Answer: Manager

MCQ43: All organizations with more than ____ employees have one form of committee or the other

Answer: 30

MCQ44: A _____ committee is one that comes up with new ideas, new approaches and new ways of doing things

Answer: Creative

MCQ45: _____ system is used in determining the optimal utilisation of a facility in an intermittent service

Answer: Queuing theory

MCQ46: _____ is a means of ensuring that the important organizational objectives are accomplished as and when desired

Answer: Selecting

MCQ47: Long range plans are more risky due to _____ environment

Answer: Social

MCQ48: Intermediate planning covers a time frame of about _____

Answer: 2 months to 6 years

MCQ49: _____ is an action plan which sets the direction that a company will be taking

Answer: Decision

MCQ50: The following are the types of strategies except

Answer: Stability