



ESSENTIAL MANAGEMENT

Model Paper

SLIM-IT

1. Planning involves

- (a) Descending the objectives and formulating the policies.
- (b) Establishing authority – responsibility.
- (c) Managing the various positions.
- (d) Leading the activities.

2. _____ & _____ are closely interrelated functions.

- (a) Planning & Controlling
- (b) Planning & organizing
- (c) Organizing & Controlling
- (d) Staffing & Controlling

3. Operational approach of Management was given by

- (a) Fayal
- (b) Taylor
- (c) Simon
- (d) Mayo

4. Universal process Approach was given by

- (a) Taylor
- (b) Mayo
- (c) Fayol
- (d) Weber

5. Simon has given

- (a) Decision theory
- (b) Behavioral approach
- (c) Bureaucratic model

(d) System approach

6. Fayol has divided managerial activities into _____ functions

- (a) 6
- (b) 7
- (c) 5
- (d) 10

7. System approach, Contingency approach & Excellence approach comes

- (a) Classical school of Management
- (b) Neo Classical period
- (c) Modern school of Management
- (d) None of these

8. Planning is

- (a) Forward looking
- (b) Usual sing future
- (c) Approach by which we deterring the means to achieve goals
- (d) All of there

9. Marked uncorrected statement

- (a) Planning is looking ahead
- (b) Planning is getting ready to do something tomorrow
- (c) Failure to plan is planning to floured
- (d) Planning has no meaning for present.

10. _____ Identifies the basic task of an enterprise

- (a) Mission
- (b) Objective
- (c) Strategies

(d) Policies

11. Planning process involves

- (a) Awareness of opportunity
- (b) Discrimination of objectives
- (c) Analysis of budgeting
- (d) All of these

12. _____ & _____ are often described as the “Siamese” twins of Management

- (a) Planning & control
- (b) Planning and change
- (c) Planning & event
- (d) Planning and failure

13. Which one is out of group?

- (a) Rules
- (b) Strategies
- (c) Policies
- (d) Control

14. Which one is not an external premises of planning

- (a) Government policies
- (b) Technological change
- (c) Political stability
- (d) Production scheduling

15. Decision-making needs to have ____

- (a) Managers
- (b) Subordinates
- (c) Alternatives
- (d) Organization

16. Complete rationality of decision is not possible because

- (a) Human mind keeps on changing
- (b) Nothing can be rational
- (c) Time, cost, future uncreative etc. Are the factors, which affect?
- (d) Decisions are made to be change.

17. Barriers to effective decisionmaking are

- (a) Incomplete information
- (b) Preconceived motion
- (c) Resistance to accept new
- (d) All of these

18. _____ has given main contribution to administrative man model of decision making.

- (a) Fayol
- (b) Mayo
- (c) Simon

(d) Maslow

19. Decision making process basically involves _____ steps

- (a) 4
- (b) 6
- (c) 5
- (d) 8

20. Brain storing is

- (a) Putting pressure on brain
- (b) Generating alternatives for the problem
- (c) Both (a) & (b) are correct
- (d) Both (a) & (b) are incorrect

21. In DELPHI Techniques

- (a) Every one has to generate alternatives only.
- (b) Only the cantered person is required to give creative solution.
- (c) Both (a) & (b) are correct.
- (d) Both (a) & (b) are incorrect.

22. Organizing is

- (a) Define and grouping the activities
- (b) Establishing authority, responsibility and relationship among them.
- (c) Both (a) & (b)
- (d) Neither (a) nor (b)

23. In this type of relationship subordinate consult on another

- (a) One to one
- (b) Direct group
- (c) Cross relationship
- (d) All of these

24. It's a structure of direct authority responsibility -

- (a) line
- (b) line and staff
- (c) functional
- (d) committee

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