



Chettinad

College of Engineering & Technology

Approved by AICTE, New Delhi and Affiliated to Anna University, Chennai.

Department of Mechanical Engineering

MG8591 PRINCIPLES OF MANAGEMENT

Unit III - MCQ Bank

1. Which of the following activities is better decentralized in the typical organization?

- A. Operations management**
- B. Information systems design
- C. Purchasing capital equipment
- D. Controlling international cash flows

2. Factors affecting organizational behavior is/are

- A. People
- B. Environment
- C. Technology
- D. All the above**

3. Which organizational structure facilitates occupational specialization,

- A. Functional structure**
- B. Horizontal structure
- C. Network structure
- D. Divisional structure

4. As we go higher up in the management hierarchy the scope of authority

A. Increases

B. Decreases

C. Remains same

D. None of the above

5. Which of the following is not an example of 'structure'?

A. Supplies of materials

B. Rules and procedures

C. Formal hierarchy

D. Information systems

6. An organizational chart describes:

A. The relationship between the different departments and their personnel

B. The company goals

C. The function each person performs.

D. Both B and C

7. The ___ management function involves identifying & arranging the work and resources needed to achieve the goals that have been set.

a) Controlling

- b) **b)organizing**
 - c)Planning
 - d)staffing
8. For An employee Authority granted should be
- A. Equal to the responsibility entrusted to him**
 - B. Less than the responsibility entrusted to him
 - C. More than the responsibility entrusted to him
 - D. All of the above
9. Employee relationships are major element of occupation of
- A. Marketing manager
 - B. Account manager
 - C. Finance manager
 - D. Human resource manager**
10. When the "voice of customers" is brought into the organization, which of the following organizational structures work best?
- A. Virtual teams
 - B. Cross functional teams**
 - C. Matrix

D. Line and staff

11. The average loss of manpower due to leave, retirement, death, transfer, discharge, etc to calculate the need for manpower is known as

A. Work load analysis

B. Forecasting

C. Job analysis

D. Workforce analysis

12 Which of the following is not ways to departmentalize

A. By function

B. By employee

C. By process

D. By product

13 Choose option that is not a feature of formal organisation?

A. It specifies the relationships among various job positions

B. The standards of behaviour of employees are evolved from group norms

C. It is deliberately designed by the top management

D. It places less emphasis on interpersonal relationships among the employees

14 A strategy of job design that increases job depth by meeting employees needs for psychological growth

- A. Job rotational
- B. Job enlargement
- C. Job engagement
- D. Job enrichment**

15. A job is evaluated based on essential information is

- A. Job description**
- B. Job enrichment
- C. Job ranking
- D. Job enlargement

16. Which of the following characteristics under Job specification

- A. Psychological characteristics
- B. Physical characteristics
- C. Personal characteristics
- D. All of the above**

17. Higher management levels retains decision-making authority in organization is said to be

- A. Decentralized

B. Centralized

C. Fragmented

D. All the above

18. The record of outcomes produced on a specific job function or activity during a specific time period is called

A. Work function

B. Evaluation

C. Performance

D. None of the above

19. Information on the human attributes in terms of education, skills, aptitudes, and experience necessary to perform a job effectively is

A. Job evaluation

B. Job specification

C. Job description

D. Job analysis

20. Career developments is defined as

A. Providing information to students about opportunities of employment

B. Determining the potentialities of students for a suitable career

C. Conscious determination of career aspirations and potentialities of employees and matching them with the organization's needs

D. Providing counseling to students to choose their careers

21. Human Resource planning is compulsory for

A. Base for recruitment

B. Base for selection policy

C. Effective employee development Programme

D. All the above

22. Appointing someone on a post that is at same wages/rank refers to

A. Internal recruiters

B. Employee referral

C. Lateral hiring

D. Sourcing

23. 360° appraisal means?

A. A process that provides an employee opportunity in decision making

B. A process that provides an officer opportunity of feedback about own performance

C. Both A and B

D. A process that provides an employee with feedback about his / her workplace performance

24. Identify the related step in organizing process being mentioned in the below lines.

Hari has joined as a Creative Head in an entertainment company. He always ensures that the work has been divided into small and manageable activities and also the activities of similar nature are grouped together.

A. Identification and division of work

B. Departmentalization

C. Assignment of duties

D. Establishing reporting relationships

25. Find the correct one which cannot be delegated?

A. Responsibility and accountability

B. Authority and responsibility

C. Accountability and responsibility

D. All of the above