

MGMT 201-Introduction to Management

First Midterm Examination

March 2017

Name:
ID No.:

17
18
13
48
65

17

Part I-(50%) Answer the following 2 questions:

1-(25%) In the article entitled, "The American CEO", Dr. Drucker refers to the role played by the CEO of an organization. What managerial skill is referred to in the article which is considered essential to the performance of managerial tasks? Are there other managerial skills that are important to managers?

~~It's a conceptual skills.~~ It's a conceptual skills.
responsibility for the work of every body else in their
institution. define the marginful outside of the
organization is th CEO's first task. The second
specific task of the CEO the CEO has to
the priorities. The CEO place people into
key positions. This is the last analysis the performance
capacity of this institution.

① It's conceptual skills. The CEO is the link between the inside organization and the outside society, economy, technology, media, customers. The tasks of CEO. The definition of meaningful outside of the organization. dealing with money and ~~reced~~, Balance sheet. To think through what information reading the outside is meaningful and needed for the organization and then to work on getting it in usable form. CEO have ultimate responsibility for the work of everybody else in their institution but they also have work of their own. Planning → selection and sequential ordering of tasks organizing and staffing; assignment, coordination of tasks. Directing process of motivating. controlling: collecting evaluation and comparison of information.

② is an organization is a consciously coordinated social activity with a relatively identifiable boundary that functions on a relatively continuous basis to achieve a common goal or set of goals.

- consciously coordinated: implies management.
- social entity: groups of people.
- premediated interaction.
- Identifiable boundary: to distinguish members from nonmembers.
- a continuing bond
- achieving goals

8

2- (25%) Define what is meant by organization, and describe the core concepts referred to in the definition.

is an organization is consciously created social activity with relatively identifiable boundary that function on a relatively continuous basis to achieve a common goals or set goals. The consciously created implies management and social identity is group of people and identifiable boundary is a ^{distinguish} member from non member and continuing bond and achieving goals.

Part II-(50%) Select the correct answer and mark it on the answer sheet:

1-The term “management” is used in a variety of ways, like:

- a- members of the organization who make key decisions.
- b- a body of knowledge that has accumulated through applications of scientific research and observation of managers in practice.
- c- production staff in service industries
- d- (a) and (b) but not (c).

2-The _____ skills are prominent at the first-line management levels :

- a-programming
- b-simple
- c-technical
- d-developing

3-The selection and sequential ordering of tasks that are required to achieve an organizational goal is:

- a-attributing
- b-organizing
- c-planning
- d-ordering

4-The way a nation distributes its resources to its citizens is:

- a-the political system
- b-an oligopolistic method
- c-a marketing process
- d-an economic system

5-The collection, evaluation, and comparison of information in order to correct for tasks that are improperly performed, as well to identify where activities by members of an organization can be improved is:

- a-market information
- b-implementation
- c-controlling
- d-developing

6-The combination of characteristics that identify the organizational system and its relationship to the environment is:

- a-collective identity
- b-systems theory
- c-management context
- d-culture and personality

7-When the workflow is characterized by specialization, where people do not perform tasks on a random basis, in other words, a distinct processing based on the:

- a-oligopoly flow
- b-vertical specialization
- c-division of labor
- d-all of the above

8- Which of the following would not be considered an organization?

- a. a university
- b. a military unit
- c. all retired persons
- d. an elementary school

9- Which of the following is not one of the four primary management functions?

- a. controlling
- b. planning
- c. staffing
- d. organizing
- e. leading

10-The scholar Mintzberg concluded that managers perform 10 different, highly interrelated roles. Which of the following is one of the broad categories into which these roles be grouped?

- a. intrapersonal
- b. institutional
- c. decisional
- d. affective
- e. reflective

11-Technical skills encompass the ability to _____.

- a. analyze and diagnose complex situations
- b. exchange information and control complex situations
- c. apply specialized knowledge or expertise
- d. initiate and oversee complex projects
- e. communicate effectively with others

12-Determining how tasks are to be grouped is part of which management function?

- a. planning
- b. leading
- c. controlling
- d. organizing
- e. contemplating

13-Which one of the following would not be considered a human skill?

- a. decision making
- b. communicating
- c. resolving conflicts
- d. working as part of a team
- e. listening to others

14-When managers have the mental ability to analyze and diagnose complex situations, they possess _____ skills.

- a. technical
- b. leadership
- c. problem-solving
- d. conceptual
- e. reactive

15-Which of the following is an example of being an efficient company?

- a. operating at the lowest possible cost while yielding a higher output
- b. creating the highest customer satisfaction ratings
- c. meeting the production schedule
- d. obtaining the highest market share
- e. maximizing diversity at high cost

16-The sequence of the four management functions are as follows:

- a. planning;organizing;directing;controlling
- b. planning;directing;organizing;controlling
- c. organizing;planning;directing;controlling
- d. planning;controlling;organizing;directing
- e. directing;planning;organizing;controlling

17-Some management thinkers consider that management is an asset or capital that is:

- a. effective
- b. operational
- c. intellectual
- d. both (b) and (c)

18-Principles of management apply to:

- a.business
- b.government
- c.all organizations
- d.charitable institutions

19-Management as a process refers to a series of actions that are sequenced to obtain:

- a. profits
- b. procedures
- c. results
- d. progress

20-The hierarchy of an organizational structure is composed of:

- a. top management
- b. management and employees
- c. all levels of management
- d. highly skilled staff