#### MID-TERM EXAM PRINCIPLE OF MANAGEMENT

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CLASS: QH2020E QTKD CLC 3

#### I. TRUE/FALSE QUESTIONS

 The four basic management functions are planning, organizing, influencing and controlling. TRUE FALSE

 Planning involves choosing tasks that must be performed to attain organizational goals, outlining how the tasks must be performed, and indicating when they should be performed. TRUE FALSE

 Planning is concerned only with organizational success in the short term, while organizing is concerned with the more distant future (long term).

TRUE FALSE

4) Efficient means that a small proportion of total resources contributes to productivity during the manufacturing process; inefficient means that a large proportion of resources contributes to productivity.

TRUE FALSE

Management jobs vary but management principles are universal. The basic ingredients of successful management are applicable to all organizations.

TRUE FALSE

6) Technical skills involve the ability to apply specialized knowledge and expertise to work-related techniques and procedures.

TRUE FALSE

Human skills, unlike technical skills, involve the ability to see the organization as a whole.
 TRUE FALSE

 As one moves from lower-level management to upper-level management, conceptual skills become more important and technical skills less important.

TRUE FALSE

In an organization, short-term planning, clarifying objectives of jobs in organizations, and monitoring operations and performance are task-related activities.

TRUE FALSE

10) Frederick W. Taylor is commonly called the "father of scientific management." TRUE FALSE

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M Mark

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