

**MID-TERM EXAM
PRINCIPLE OF MANAGEMENT**

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CLASS: QH2020E QTKD CLC 3

I. TRUE/FALSE QUESTIONS

- 1) The four basic management functions are planning, organizing, influencing and controlling.
TRUE FALSE
- 2) 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
- 3) 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
- 5) 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
- 7) Human skills, unlike technical skills, involve the ability to see the organization as a whole.
TRUE FALSE
- 8) As one moves from lower-level management to upper-level management, conceptual skills become more important and technical skills less important.
TRUE FALSE
- 9) 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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