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26. Which of the following statements is not true for lower level management?

- (a) Analyse the business environment and its implications for the survival of the business.
- (b) Ensure the quality of the output
- (c) They strive to reduce the wastage of resources
- (d) They ensure that the safety standards are maintained within the organisation.

Answer/Explanation

Answer: a

Explanation:

- (a) Analyse the business environment and its implications for the survival of the business-top level management

27. Identify the level of management which does not interact with the work force directly.

- (a) Supervisory management
- (b) Operational management
- (c) First line managers
- (d) Middle level management

Answer/Explanation

Answer: d

Explanation:

- (d) The middle level managers interact with the supervisory/operational/first-line managers who in turn interact with the workers directly.

28. The main task of this level of management is to determine the overall organisational objectives and strategies for their realisation.

- (a) Operational management
- (b) Middle level management

- (c) First line managers
- (d) Top level management

Answer

Answer: d

29. This level of management serves as a link between top level managers and first line managers.

- (a) Supervisory level management
- (b) Operational management
- (c) Middle level management
- (d) None of the above

Answer

Answer: c

30. Organising as a function of management involves deciding

- (a) What activities and resources are required
- (b) Who will do a particular task
- (c) Where will it be done
- (d) All of the above

Answer

Answer: d

31. The function of management related to grouping of activities to be carried out into departments and creating management hierarchy is

- (a) Planning
- (b) Organising
- (c) Controlling
- (d) Directing

Answer

Answer: b

32. This function of management relating to laying down the foundation for carrying out the other functions of management successfully is

- (a) Organising
- (b) Staffing

- (c) Planning
- (d) Controlling

Answer

Answer: c

33. Supervision, communication, motivation and leadership are the key elements of this • function of management.

- (a) Directing
- (b) Controlling
- (c) Planning
- (d) Organising

Answer

Answer: a

34. This function of Management related to placing the right person at the right job is

- (a) Organising
- (b) Staffing
- (c) Planning
- (d) Controlling

Answer

Answer: b

35. It is a force that binds all the functions Of management.

- (a) Cooperation
- (b) Co-ordination
- (c) Planning
- (d) Management hierarchy

Answer

Answer: b

36. Co-ordination is considered to be the essence of management because

- (a) It is a common thread that runs through all the activities within the organisation
- (b) It is implicit and inherent in all functions of the organisation

- (c) It is a force that binds all the functions of management
- (d) All of the above

Answer

Answer: d

37. Identify the process that provides the requisite amount, quality, timing and sequence of efforts, which ensures that planned objectives are achieved with a minimum of conflict.

- (a) Management
- (b) Planning
- (c) Co-ordination
- (d) Controlling

Answer

Answer: c

38. Identify the feature of co-ordination being highlighted in the given statement:

“Coordination is not a one time function, it begins at the planning stage and continue till controlling.”

- (a) Coordination ensures unity of action
- (b) Coordination is an all pervasive function
- (c) Coordination is a continuous process
- (d) Coordination is a deliberate function

Answer

Answer: c