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1. Successful organisations do not achieve goals by chance but by following a deliberate process known as

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

Answer/Explanation

Answer: d

Explanation:

(d) Management is considered to be a deliberate process as it involves creating an environment which is conducive to efficient and effective performance.

2. Management is essential for the organisations which are

- (a) Non-profit organisations
- (b) Service organisations
- (c) Social organisations
- (d) All of the above

Answer/Explanation

Answer: d

Explanation:

(d) Management is essential for all types of organisations irrespective of their size or type.

3. Management contains a series of interrelated functions that include

- (a) Planning
- (b) Organising
- (c) Directing
- (d) All of the above

Answer/Explanation

Answer: d

Explanation:

(d) Management as a process contains a series of functions namely planning, organising, staffing, directing and controlling.

4. People in the organisations carry out diverse tasks with the aim to achieve

- (a) Different objectives
- (b) Common objectives
- (c) Both of the above
- (d) None of the above

Answer/Explanation

Answer: b

Explanation:

(b) Management seeks to integrate individual goals with organisational goals and ensure realisation of both.

5. Successful management ensures that

- (a) Goals are achieved with least cost
- (b) Timely achievement of goals
- (c) Both of the above
- (d) None of the above

Answer/Explanation

Answer: c

Explanation:

(c) Management aims to carry out the work in a manner that is completed within the stipulated time (effectiveness) and at the least cost (efficiency).

6. Efficiency is concerned with

- (a) Doing the right thing
- (b) Doing things right
- (c) Achieving end results
- (d) None of the above

Answer/Explanation

Answer: b

Explanation:

(b) Efficiency aims at reduction of cost through optimum utilisation of resources and avoiding wastage of resources.

7. Effectiveness relates to

- (a) Doing the right task
- (b) Completing activities
- (c) Achieving goals
- (d) All of the above

Answer

Answer: d

8. Rohan works as a production manager in Global Enterprises Limited. He has been given the task of getting 1000 units of hand woven table mats manufactured at the cost of ₹150 per unit within 10 days. In order to be acknowledged as an effective manager, he must ensure that

- (a) The cost of production does not exceed ₹150 per unit
- (b) The work is completed within 10 days even at higher cost per unit
- (c) The cost of production is less than ₹150 per unit
- (d) All of the above

Answer/Explanation

Answer: b

Explanation:

(b) The concept of effectiveness is related to the completion of the task within the stipulated time irrespective of the cost involved.

9. Jay is working as a marketing manager in a company. Has been given the task of selling 100000 units of a product at the cost of ₹100 per unit within 20 days. He is able to sell all the units within the stipulated time, but had to sell last 1000 units at 20% discount in order to complete the target. In such a situation, he will be considered to be

- (a) An efficient manager
- (b) An effective manager
- (c) Both effective and efficient manager
- (d) None of the above

Answer

Answer: b

10. Management is said to be poor if it is

- (a) Efficient but ineffective
- (b) Effective but inefficient
- (c) Both inefficient and ineffective
- (d) All of the above

Answer

Answer: c