

Principles and Practice of Management

Section A: Objective Type (30 marks)

- This section consists of Multiple Choices & Short Notes type Questions.
- Answer all the Questions.
- Part one carries 1 mark each & Part two carries 5 marks each.

**Part one:**

**Multiple Choices:**

1. A plan is a trap laid to capture the \_\_\_\_\_.
  - a. Future
  - b. Past
  - c. Policy
  - d. Procedure
2. It is the function of employing suitable person for the enterprise.
  - a. Organizing
  - b. Staffing
  - c. Directing
  - d. Controlling
3. \_\_\_\_\_ means “group of activities & employees into departments”.
  - a. Orientation
  - b. Standardization
  - c. Process
  - d. Departmentation
4. This theory states that authority is the power that is accepted by others.
  - a. Acceptance theory
  - b. Competence theory
  - c. Formal authority theory
  - d. Informal authority theory
5. It means dispersal of decision-making power to the lower levels of the organization.
  - a. Decentralization
  - b. Centralization
  - c. Dispersion
  - d. Delegation

# Management Assistance Exam Paper

**Judd E. Hollander**



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