



General Instructions

- (i) The examination will be conducted in Computer-Based Test (CBT) mode.
- (ii) Each question carries +5 marks for correct answer and -1 mark for wrong answer.
- (iii) The total number of questions are 50.
- (iv) Duration of the exam is 1 hour (60 minutes).

1. Management consists of 3 dimensions — management of work, people and operations.

Which characteristic of management is being highlighted here?

- (A) Pervasive
 - (B) Multidimensional
 - (C) Goal-oriented
 - (D) Dynamic
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2. In order to make the 'Annual Day' of the school a successful event, the Headmistress of the school segregated all the activities into task groups each one dealing with a specific area. For instance, decorations, refreshments, backstage support, etc. Each group was put under the charge of one teacher. Identify the function of management performed by the Headmistress by dividing the activities and assigning the duties?

- (A) Planning
 - (B) Organising
 - (C) Staffing
 - (D) Directing
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3. A company needs a detailed plan for its new project, 'Construction of retail shops across

the city'. Which type of plan should it prepare?

- (A) Programme
 - (B) Rule
 - (C) Procedure
 - (D) Method
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4. Which of the following principles of management by Fayol states that there should be one and only one boss for every individual employee?

- (A) Unity of direction
 - (B) Order
 - (C) Unity of command
 - (D) Division of work
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5. It is usually found that specialists use technical jargon while explaining to persons who are not specialists in the concerned field. Therefore, they may not understand the actual meaning of many such words. Identify the type of barrier highlighted above:

- (A) Personal barrier
 - (B) Organisational barrier
 - (C) Semantic barrier
 - (D) Psychological barrier
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6. In a company, employees are involved in decision-making of the issues related to them by forming joint management committees, work committees, canteen committees, etc. The non-financial incentive discussed above is _____.

- (A) Employee Participation
 - (B) Employee Empowerment
 - (C) Employee Recognition Programmes
 - (D) Organisational Climate
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7. Which of the following is not a function of Securities and Exchange Board of India (SEBI)?

- (A) Registration of brokers and sub-brokers and other players in the market
- (B) Training of intermediaries of the securities market

- (C) Controlling insider trading
 - (D) Pricing of securities
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8. What is the relationship between planning and controlling?

- (A) Planning and controlling are unrelated functions of management.
 - (B) Planning eliminates the need for controlling.
 - (C) Planning and controlling are inseparable twins of management.
 - (D) Controlling is unnecessary if planning is done correctly.
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9. Which of the following best describes the purpose of setting performance standards in the controlling process?

- (A) To eliminate the need for employee training
 - (B) To serve as benchmarks towards which an organization strives to work
 - (C) To reduce the importance of external factors
 - (D) To ensure that no deviations occur
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10. What does effective directing through motivation, communication, and leadership help to reduce in an organization?

- (A) Employee satisfaction
 - (B) Resistance to change
 - (C) Profit margins
 - (D) Organizational goals
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