

**TELANGANA UNIVERSITY**  
**S.S.R. DEGREE COLLEGE, NIZAMABAD (C.C:5029)**  
**I SEMESTER INTERNAL ASSESSMENT II EXAMINATIONS**  
**PRINCIPLES OF MANAGEMENT QUESTION BANK**

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I. Multiple choice questions

1. The organization chart will not show [a]  
(a) the informal organization (b) how the work is divided  
(c) the nature of the work performed by the components (d) chain of command
2. On the Job Training Methods is based on [d]  
(a) Demonstration Method (b) Apprenticeship Training Method  
(c) Informal Training (d) All of the above
3. HRM is concerned with [d]  
(a) Worker (b) Industrial relation (c) Field Staff (d) All employees
4. Objectives of training is [d]  
(a) Increased morale (b) Increased productivity  
(c) Favorable reaction to change (d) All of the above
5. Which of the following techniques of performance appraisal is least susceptible to personal bias? [b]  
(A) 360 degree Appraisal system (b) Forced-Choice method  
(c) Ranking Method (d) Check List
6. Off the Job Training Method consists [d]  
(a) Role Playing Method (b) Case Study Method  
(c) Programmed Training (d) All of the above
7. Which one of the following does not include under the functions of human resource management? [b]  
(a) Planning (b) Profitability (c) Organizing (d) Recruitment
8. Recruitment and selection involves the following except [c]  
(a) Building a pool of candidates (b) Completing application form by applicants  
(c) Reduction of the work force (d) Employment planning and forecasting
9. Evaluating performance, ascertaining deviations and taking corrective measures is [c]  
(a) Planning (b) Organising (c) Controlling (d) Deciding
10. Willingness of individuals to help each other [d]  
(a) Co-ordination (b) Planning (c) Directing (d) Co-operating
11. \_\_\_\_\_ is one of the prerequisites for success of TQM. [b]  
(a) Commitment at the bottom (b) Customer orientation  
(c) Profit oriented (d) Customer supplier relationship
12. The purpose of the \_\_\_\_\_ reporting system is to provide management with a tool for identifying the improvement areas. [c]  
(a) TQM (b) TPM (c) Cost of quality (d) Cost of maintenance
13. Which one of the following is an obstacle of TQM ? [b]  
(a) Proper planning (b) Improper planning  
(c) Adequate use of empowerment and teamwork (d) Failure to gain profits
14. \_\_\_\_\_ skills are essential for developing trust, credibility and confidence with others. [a]  
(a) Interpersonal (b) Creativity (c) Communication (d) Action oriented
15. The stages which are involved in the development of talent management are, [d]  
(a) Personnel management (b) Human resource management  
(c) Talent management (d) All the above
16. \_\_\_\_\_ competencies help the individuals to identify and define the issues for achieving the most appropriate workable solutions.  
(a) customer orientation (b) Core/Institutional (c) Critical judgment (d) Technical
17. In path-goal theory, a leader can adopt following types of behavior [c]  
(a) Supporting (b) Participative (c) Both (a) and (b) (d), None.

18. Within an organisation, leadership influence will be dependent upon the type of \_\_\_\_\_ that the leader can exercise over its followers. [a]  
 (a) Power (b) Delegation (c) Knowledge (d) Friendship
19. The obligation to report on completion of task is called [c]  
 (a) Responsibility (b) Authority (c) Accountability (d) Power
20. \_\_\_\_\_ is the human factor which binds a group together and Motivates towards the Particulars goals. [a]  
 (a) Leadership (b) Knowledge (c) Both (d) None of the above

## II. Fill in the blanks.

- The scope of HRM (Human Resource Management) covers all the activities starting from manpower planning till the employee leaving the organization.
- Job Analysis is the method of collecting and analyzing the facts, related to a job in order to identify job content, job duties and other job related aspects.
- Job design is defined as, the process of deciding on the content of a job with regard to its, duties and responsibilities.
- In vestibule training method, actual work conditions, are stimulated in a classroom.
- Recruitment is the discovering of potential applicants for actual organizational vacancies.
- The decision-makers, to search for the optimum strategy use manpower plans.
- One of the goals of manpower plans is to make best use of its manpower resources
- Manpower planning ends with feedback and control
- Synchronizing activities of various person in the organization to achieve goals is called co-ordination
- Co-operation arises out of informal relations.
- Globalization means making the world not limited in a boundary i.e creation of boundaryless world
- Workforce diversity means that organization are becoming more heterogeneous in terms of gender, ethnicity, race and other backgrounds.
- Total quality management is an approach to improving the effectiveness and flexibility of business.
- Technology is a Greek word derived from the synthesis of two words 'techne' means art and 'logos' means Logic or science
- Talent management is the process of implementing a system to explicitly identify and recognize people who are a part of the talents pool.
- Knowledge Management comprises a range of practices used by organizations to identify, create, represent, and distribute knowledge for reuse, awareness and learning.
- Leadership is a Process of Influence on a People or organization towards the accomplishments of target.
- A formal leader is selected by the organization.
- An autocratic leader is one who dominates and drives his followers through coercion.
- Behavioural theories of leadership are based upon the belief that great leaders are made, not born.

## III. Short Answers.

- TQM Abbreviation?  
A: Total quality Management
- Who is leader?  
A: Leader is a Guru or Guider.
- OD Abbreviation?  
A: Organization Development.
- How many types of leaders?  
A: Six
- CEO Abbreviation?  
A: Chief Executive Officer