

UNIT 2-ANSWERS

1.C) Achieving organizational goals efficiently

Management ensures that an organization meets its objectives effectively and efficiently by optimizing resources.

2.C) Both science and art

Management is a science as it has principles, and an art as it requires personal skills and judgment.

3.A) Planning, organizing, staffing, directing, and controlling

Management is a continuous process that includes these core functions.

4.B) Dynamic

Management adapts to changes in the external and internal environment.

5.D) One-time activity

Management is an ongoing process, not a one-time event.

6.B) Flexible and adaptable

Management principles are not rigid but should be adjusted to suit business needs.

7.B) Increasing efficiency

Effective management enhances productivity and minimizes resource wastage.

8.D) Peter Drucker

Peter Drucker is considered the father of modern management.

9.C) A CEO leading a company

A CEO applies specialized knowledge, follows ethical codes, and engages in professional management.

10.B) It is applicable in all types of organizations

Management principles apply to all organizations, whether business, government, or NGOs.

11.C) 14

Henri Fayol introduced 14 principles of management, which serve as guidelines for managers.

12.C) Scientific decision-making

Scientific decision-making is related to Taylor's scientific management, not Fayol's principles.

13.B) Unity of direction

This principle ensures that all efforts align toward the same goal under one plan.

14 B) Fair treatment of employees

The principle of equity emphasizes fairness and justice in organizations.

15.B) Unity of command

An employee should receive orders from only one superior to avoid confusion.

16.C) Centralization

Fayol advocated for a balance between centralization and decentralization based on business needs.

17.B) There should be an assigned place for everything

The principle of order ensures systematic arrangements to enhance efficiency.

18.A) Job security for employees

Stable employment boosts employee satisfaction and organizational effectiveness.

19.B) Morale and unity among employees

Esprit de corps encourages team spirit and harmony in the workplace.

20.B) Employee participation in decision-making

Encouraging initiative enhances motivation and innovation in employees.

21.C) Frederick Taylor

Taylor is regarded as the father of scientific management.

22.B) Enhancing productivity and efficiency

Scientific management focuses on increasing productivity through systematic approaches

23.D) Personal judgment, not science

Taylor's approach emphasized scientific analysis over individual experience.

24.B) Work should be done scientifically with standardized procedures

Scientific methods replace traditional decision-making in work processes.

25.A) Harmony, not discord

Taylor promoted cooperative relationships between workers and management.

26.B) Standardization of work processes

Scientific management emphasizes standardized procedures to ensure efficiency.

27.B) Improve efficiency through specialization

Functional foremanship divides managerial tasks among specialists to enhance efficiency.

28.B) A system where higher productivity earns higher wages

The differential piece-rate system rewards efficiency with better pay.

29.A) Reducing unnecessary movements

Motion study helps in identifying wasteful movements to improve efficiency.

30.A) Time study, motion study, fatigue study, method study

These techniques enhance productivity by analyzing and optimizing work methods.

31.B) Planning

Planning sets objectives and determines the best strategies to achieve them.

32 C) Controlling

Controlling ensures that actual performance aligns with planned performance.

33.D) All of the above

Management is considered a profession due to its specialized knowledge, ethical standards, and structured practices.

34.C) Organizing

Organizing groups activities and establishes authority structures.

35 A) Universality

Management principles apply to all levels of an organization.

36 D) All of the above

Decision-making is influenced by policies, employee performance, and regulations.

37 A) Maintaining a clear line of authority from top to bottom

The scalar chain ensures hierarchical communication and authority structures.

38.B) Authority and responsibility should go hand in hand

Authority must be balanced with responsibility to ensure accountability.

39.B) Balancing division of work and responsibility

Fayol emphasized the need for a structured yet flexible division of work.

40 C) Remuneration

Fair remuneration improves employee motivation and productivity.

41 B) Clear rules and fair enforcement

Effective discipline requires well-defined policies and unbiased enforcement.

42 B) Organizational interest should be above personal interest

Employees should prioritize organizational goals over personal gains.

43 B) Payment should ensure employee satisfaction

Compensation should be fair and competitive to retain talent.

44 B) Ensuring job security and reducing employee turnover

Stable employment reduces unnecessary workforce disruptions.

45 B) Employee dissatisfaction

Fayol's principles promote efficiency, discipline, and improved decision-making.

46 B) Centralization

Centralization is a management structure, not a technique in scientific management.

47 A) Conflict between workers and management should be eliminated

Taylor advocated for harmony between management and workers through mutual understanding.

48 B) Multiple supervisors with specialized functions

Functional foremanship assigns different specialists to oversee distinct work functions.

49 A) Identify unnecessary movements that lead to exhaustion

Fatigue study aims to improve productivity by reducing worker exhaustion.

50 B) Increasing productivity through standardization and efficiency

Scientific management aims to optimize processes for maximum efficiency.