

Download More Quizzes Files From
VUAnswer.com



PREPARED BY
MARIA, ANNIE & KHADIJA
(with the assistance of team
members)

EDU 602 QUIZ 3&4

B.Ed 1.5 Years

1st semester

Spring 2020

Edu 602 final Quiz 3 And 4

Strategic plans are only made by **top managers**.

2. **Decision making** the process of selecting one alternative from among a number of alternatives available
3. **Trial and error decisions** is a play-safe method before committing to anything.
4. The long term outcome must be considered in making **quick** decisions
5. **Expert** power is closely related to a climate of trust.
6. **Reward** works for excellent performance through opportunities.
7. **Coercive** power may lead to temporary compliance by subordinates
8. Fredrick Herzberg researched to determine the **effect of attitude on motivation**
9. **Job enlargement** refers to the basic changes in content and responsibilities of jobs as to satisfy higher motivational needs.
10. **Job enrichment** includes not only an increased variety of tasks, but also provides an employee with more responsibility and authority
11. Productivity is low during the **forming** stage of team development.
12. **Monetary rewards** include increase in pay, profit sharing, bonuses, staff discounts, company shares, etc.
13. Jeffrey inspires leaders to seek **power** through evidence-based management
14. Bruner's first stage is **enactive**.
15. **Experimental decisions** involves certainty and assurance of the initial results before a final decision is made
16. The plans that directly support the implementation of strategic plans are called **tactical plans**.
17. **Cognitive biases** the individual's thinking patterns based on his/ her observations and conclusions that may sometimes lead to false assumptions, wrong judgments, and faulty reasoning.
18. **Planning** process of setting goals and courses of action, developing rules and procedures, and forecasting future outcomes.
19. **Goal**: A specific result to be achieved; the end result of a plan.
20. There are **three** levels of plans.
21. In the **processing phase**, we determine alternatives & evaluate for best option.
22. Group decisions are also known as **consensus**.
23. When a bank robber points a gun at a bank employee, his base of power is **coercive**.
24. Manager chooses inappropriate goals to pursue, but make good use of resources to achieve these goals **high efficiency and high effectiveness**.
25. **Job enlargement** increases the variety of tasks a job includes
26. There are **three** types of organizational control.
 1. Feed-forward
 2. Concurrent
 3. Feedback
27. **Managers** need to measure progress, offer feedback and direct their teams to succeed.

Download More Quizzes Files From

VUAnswer.com

28. Regulatory process that directs the activities of an organization to achieve anticipated goals and standards. **Management control.**

29. **Input Standards** measure work efforts that go into a performance task.

30. **Storming** characterized by competition and strained relationships among team members.

31. **Motivation** is the drives within a person that account for the degree, direction and persistence of the effort spent at work

32. **Budgeting** is more of a bargaining game to acquire additional funding and less of a planning tool.

33. The group formed by an organization to accomplish narrow range of purposes within a specified time are **formal groups.**

34. The manager's primary tool for determining whether instructions have been understood and accepted is: **feedback.**

35. Of the following, which is a purpose not served by communication in organizations'?
Coordination of actions
Sharing of information
Satisfaction of social needs

d. All of the above are purposes served by communication.

36. there are **two** ways of Comparing Results with Objectives and Standards.

Historical / relative and Benchmarking

Jeffery inspires leaders to seek **power** through evidence-based management.

37. **Informal Groups** Voluntarily or spontaneously formed by its members rather than by the organization.

38. The main component of the communication model include all of the following except **premack principle.**

39. **Financial Budget** includes cash budget, financial statement, projections other than P&L account

[Download More Quizzes Files From VUAnswer.com](#)

40. **Operational Budget** provides all the info necessary to prepare a budgeted P&L account

41. **Performance Reports** provide tools for monitoring and measuring success of the budget

42. budgeting is an important part of **planning**

43. **Forming** is the first stage of the team development

44. **Storming** is the second stage of the team development

45. **Norming** is the third stage of the team development

46. **Performing** is the fourth stage of the team development

47. **Transforming** is the last stage of the team development

48. Effectiveness can be viewed in **three** ways.

49. **Dysfunctional Conflict** acts as a barrier to the performance of the group and frustrates the objectives of the org.

50. budget formulation has **four** basic steps.

Download More Quizzes Files From

VUAnswer.com

51. Conflict Awareness Model 1 can be classified in **four** groups
52. **False conflict** Occurs when people have common interests, but antagonistic behavior.
53. **Open conflict** Occurs when people who have different interests demonstrate it with antagonistic behaviors.
54. **Latent conflict** When people have different interests, but do not respond with antagonistic behavior
55. **No conflict** Occurs when people have common interests and compatible behavior
56. **Human Relations View** Was popular from 1940's to 1970's.
57. **Interpersonal conflict** refers to a conflict between two individuals.
58. **Efficiency** refers to the relationship of inputs and outputs relevant to the use of resources.
59. **Economy** is defined as “minimizing the cost of resources used for an activity having regard to the appropriate quality”
60. Finance management have broad term that defines **two** related activities.
61. **Daniel Katz** (1965), identified three sources of conflict.
62. a group with a common objective and one purpose is called **a team**.
63. **Functional Conflict** supports the goals of a group its presence within the organization actually improves performance.
64. A **conflict** is **more** than a mere disagreement - it is a situation in which people perceive a threat (physical, emotional, power, status, belief system, etc.) to their wellbeing.
65. **Forcing** also known as competing.
66. **Smoothing** also known as accommodating.
67. **Budget Monitoring** is the continuous process by which we ensure the Action plan is achieved, in terms of expenditure and income.
68. **Win-Win (Collaborating)** Also known as problem confronting or problem solving.
69. **Value conflict** involves incompatibility in ideologies - the preferences, principles and practices that people believe in.
70. **Power conflict** when each party wishes to maintain or maximize the amount of influence that it exerts in the relationship

Download More Quizzes Files From

VUAnswer.com

71. **Psychological biases** Decision makers do not always behave in an objective manner in the way they gather, evaluate, and apply information in making their choices

72. Hierarchy and market focus on **stability**.

73. Pattern of shared values and beliefs that produce certain norms of behavior is called **organizational culture**.

74. Successful organizations simultaneously take up **two** types of planned change

75. **John Kotter** (1996) has outlined an eight-step model for effective change efforts.

76. John Kotter (1996) has outlined an **eight-step** model for effective change efforts. 77. **Organizational Leadership** represents the managerial style of the organisation's senior executives

78. **Organizational Structure** defines the levels of hierarchy, the degree of rules and regulations and where decisions are made.

79. Factors that cause stress are called "**Stressors**"

80. **Intergroup conflict** When misunderstanding arises among different teams within an org.

81. "A situation that arises when one party perceives that another party has negatively affected, or is about to negatively affect, something that the first party cares about" is called **conflict**.

82. Budgetary factors are of **two** types, resources and goals.

83. **Restrict Expenditure** develop ability to limit how much money is spent on certain operations. Strategic plans are only made by **top managers**.