

Examrace

Competitive Exams: Commerce MCQs (Practice_Test 84 of 99)

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1. what is the correct sequence of the following functions of a Manager in an organization?
 - a. Motivating
 - b. Controlling
 - c. Organizing
 - d. Planning
 - i. 4,3, 2,1
 - ii. 4,3, 1,2
 - iii. 3,4, 2,1
 - iv. 3,4, 1,2
2. According to Need Hierarchy Theory of Maslow, human needs arise in which one of the following orders?
 - a. Physiological needs--Social need-Safety needs-Ego needs-Self-actualization needs
 - b. Physiological needs--Social needs-Ego needs-Safety needs-Self-actualization needs
 - c. Physiological needs--Safety. Needs-Social needs-Ego needs-Self-actualization needs
 - d. Physiological needs--Safety needs--Ego needs Social needs-Self-actualization needs
3. Scalar principle of organization implies that
 - a. all subordinates have only one. Supervisor
 - b. line of authority is defined clearly
 - c. manager can directly supervise only a limited number of persons
 - d. The subordinates need not necessarily have a supervisor
4. To indicate the functions of management, the catchword POSDCORB was coined by
 - a. Luther Gulik
 - b. Henry Fayol

- c. Ernest Dale
 - d. None of the above
5. consider the following statements
- a. Planning is looking ahead.
 - b. Controlling is looking back
 - c. Delegation multiplies leadership.
 - d. Life insurance is a contract of indemnity.
 - i. 1,2 and 4 are correct
 - ii. 1,2 and 3 are correct
 - iii. 1,3 and 4 are correct
 - iv. 2,3 and 4 are Correct
6. Job analysis involves
- a. Developing training skills, knowledge and personal traits of the worker necessary for a specific job.
 - b. Identifying machines, tools and equipment to be used for the job.
 - c. Identification of the task to be performed by an individual.
 - d. Determination of the materials, products or services needed.
- The correct sequence of these steps while conducting job analysis is:
- a. 3,2, 4,1
 - b. 3,2, 1,4
 - c. 2,3, 4,1
 - d. 2,3, 1,4
7. Consider the following statements:
- a. Authority flows downward but responsibility flows upward.
 - b. Authority should be equal to responsibility.
 - c. both authority and responsibility are divisible.
 - d. If delegation is the end then decentralization should be the means.
 - i. 1 and 2 are correct
 - ii. 3 and 4 are correct
 - iii. 1,2 and 3 are correct

iv. 2,3 and 4 are correct

8. Following are the steps in the process of Delegation of Authority:

- a. Assignment of task.
- b. Creation of responsibility.
- c. Granting authority.
- d. Fixing accountability.

The correct sequence of these steps is:

- a. 1,3, 2,4
- b. 1,4, 3,2
- c. 1,3, 4,2
- d. 1,2, 3,4

9. Consider the following Organization Chart: Which one of the following is indicated by this chart?

- a. Wide span
- b. Multiple levels of supervision
- c. Narrow span
- d. Decentralization

10. Match List I (Wage incentive plans) with List II (Name & contributors) and select the correct answer:

List-I	List-II
A. Premium Plan	1. Gantt
B. Efficiency Bonus Plan	2. Emerson
C. Points Premium Plan	3. Beaux
D. Task and Bonus Plan	4. Taylor
	5. Halsey

A B C D

- _____
- a. 5 3 2 1
 - b. 1 2 3 4
 - c. 2 3 4 1
 - d. 5 2 3 1

11. Match List I (Management terms) with List II (Factors related to these terms) and select the correct answer:

List-I	List-II
A. Resisting forces of change	1. Organization
B. O D Driving	2. New policy
C. forces of change	3. Fear
D. Conflict	4. Interpersonal relationships

A B C D

- _____
- a. 3 1 2 4
 - b. 1 2 3 4
 - c. 1 3 2 4
 - d. 3 4 2 1

12. Which one of the following routines best describes the chronology of steps taken in the selling process?

- a. Receipt of order, invoicing, processing order, and shipment of goods
- b. invoicing, processing order, shipment of goods, accounting for sale
- c. Receipt of order, processing order, accounting for sale, shipment of goods
- d. Processing order, invoicing, shipment of goods, accounting for sale.

13. Is Card indexing an improvement over the simple indexing system?

- a. Yes, because the cards can be arranged in a particular order and the order can't be changed at will
 - b. No, because the cards wanted for reference can't be taken out without holding up the work of recording information as other cards are left behind
 - c. Yes, because it facilitates location of any name or subject with the minimum of searching, as the cards are arranged in alphabetical order
 - d. No, because the system has a limited capacity for expansion, as the number of drawers can't be increased or desired
14. The altered Memorandum of Association must be filed with the Registrar within
- a. 6 months of the Company Law Board's order
 - b. 5 months of the Company Law Board's order
 - c. 3 months of the Company Law Board's order
 - d. 2 months of the Company Law Board's order
15. Whenever a company wants to alter its Memorandum for changing the place of registered office from one State to another, it has to pass.
- a. ordinary resolution
 - b. special resolution
 - c. resolution requiring special notice
 - d. unanimous resolution