

Examrace

Competitive Exams: Public Administration MCQs (Practice_Test 58 of 104)

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1. Which one of the following is NOT correct?
 - a. Informal organizations are spontaneous and sentimental
 - b. Informal organizations are customary and social
 - c. Informal organization are legal and rational
 - d. Informal organizations are personal and emotional.

2. Match List I with List II and select the correct answer by using the codes given below the lists:

List-I	List-II
A. Informal organization B. Theory X C. Two Factor Theory D. Bounded Rationality	1. Minimax 2. Small Group 3. Need for Direction 4. Hygiene 5. Participative Management

A B C D

- a. 2 3 4 1
 - b. 2 5 3 4
 - c. 4 3 2 1
 - d. 5 1 4 3
-
3. Which one of the following is NOT related to Ham an Relations theory?
 - a. Men are not inert or isolated creatures, on the contrary they react in their own way.

- b. Solving human problems with nonhuman tools and in terms of nonhuman data
 - c. A human problem requires a human solution
 - d. An organization is also a social system, a group of people behaving in their own way
4. Behavioural approach emphasizes that 'insight into the structure and function of an organization can best be gained by analyzing the manner in which the decisions and the behavior of employees are influenced within and by the organization' Which of the following are conveyed by The above statement regarding the emphasis by heaviouralism?
- a. Analysis of tasks and positions
 - b. Analysis of decision processes
 - c. Analysis of the influences on decision makers
 - d. Analysis of the rules governing decisions.

Choose the correct answer from the codes given below:

- a. 1 and 2
 - b. 2 and 3
 - c. 3 and 4
 - d. 1 and 4
5. According to Chester Bernard an administrative organization is
- a. a system of inter-related subsystems
 - b. a cooperative system of individuals
 - c. a rational system of behavior
 - d. an informal system of cooperating men
6. Which one of the following is suitable for realizing high performance goals of management?
- a. Whitley Councils and Quality Circles
 - b. Workers participation in Management
 - c. Effective Inspection
 - d. Effective Supervision
7. Which of the following are characteristics of a System?
- a. Unlimited boundary
 - b. Comprehensiveness

c. Inter-dependence

d. Bargaining

8. Match List I with List II and select the correct answer using the codes given below the lists:

List-I (Statement of theory)	List-II (Names of principles with which the given statements are associated)
<p>A. The universal application of the superior-subordinate relationship through a number of levels of responsibility reaching from the top to the bottom</p> <p>B. An employee should receive orders from one superior only</p> <p>C. The number of subordinates that an administrator can personally direct</p> <p>D. To confer-authority from one executive or organization unit to another.</p>	<p>1. Unity of Command</p> <p>2. Hierarchy</p> <p>3. Delegation</p> <p>4. Span of Control</p>

A B C D

a. 2 1 4 3

b. 2 4 1 3

c. 1 2 4 3

d. 3 1 4 2

9. Which of the following are true with regard to the span of control?

a. 'Person' refers to the worker who is supervised

b. 'Function' means the supervisor's function

c. 'Age' refers to the age of the supervisor

d. 'Space' refers to the place of work.

Choose the correct answer from the codes given below:

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

10. Consider the following two statements:

- **Assertion (A)** : Neither administrative theory nor practice can lay down a definite number constituting the span of control.
- **Reason (R)** : The span of control varies with four factors function, personality, time and space.

In the context of the above two statements which one of the following is correct?

- a. Both A and R are true and R is the correct explanation of A
- b. Both A and R are true but R is not a correct explanation of A
- c. A is true but R is false
- d. A is false but R is true

11. If the administrative authority within a department is vested in a single. Individual, then that system is known as

- a. Board
- b. Bureau
- c. Commission
- d. Council

12. 'Authority and responsibility must go together' This is known as

- a. the principle of hierarchy
- b. the principle of correspondence
- c. the principle of span of control
- d. the principle of centralization

13. Which of the following associated with coordination are correct?

- a. Exercise of hierarchical authority
- b. The orderly synchronization of efforts
- c. The integration of several parts into an orderly whole
- d. Provision and improvement of skilled personnel

Choose the correct answer from the codes given below:

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

14. Which one of the following provides the meaning of coordination?

- a. Specialization of the task among the groups
- b. Avoidance of overlap
- c. The separation between staff and line activities
- d. Establishment of organization outside the control of the chief executive

15. Consider the following two statements:

- **Assertion (A)** : Delegation does not mean the final transfer of power and responsibility to the delegated authority.
- **Reason (R)** : Delegation is devolution of authority by a superior person to his agent or subordinate with out a right to supervise and control.

In the context of the above two statements which one of the following is correct?

- a. Both A and R are true and R is the correct explanation of A.
- b. Both A and R are true but R is not a correct explanation of A
- c. A is true but R is false
- d. A is false but R is true.

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