

# 14 Lecture - MGT111

## Important Mcqs

1. **Which of the following is a characteristic of a well-organized workplace?**
- a. Lack of communication among employees
  - b. Chaotic and cluttered work environment
  - c. Clear job roles and responsibilities
  - d. Undefined goals and objectives

**Answer: c. Clear job roles and responsibilities**

2. **Which of the following is not a type of organizational structure?**
- a. Hierarchical
  - b. Matrix
  - c. Flat
  - d. Random

**Answer: d. Random**

3. **What is the process of dividing work into smaller, more manageable tasks called?**
- a. Delegation
  - b. Coordination
  - c. Planning
  - d. Division of labor

**Answer: d. Division of labor**

4. **What is the term for the formal system of authority, communication, and roles within an organization?**
- a. Hierarchy
  - b. Network
  - c. Matrix
  - d. Structure

**Answer: a. Hierarchy**

5. **Which of the following is not a factor that affects organizational structure?**
- a. Size of the organization
  - b. Industry in which the organization operates
  - c. Employee personality types
  - d. Organizational culture

**Answer: c. Employee personality types**

6. **What is the term for the process of assigning tasks and responsibilities to subordinates?**
- a. Delegation

- b. Coordination
- c. Planning
- d. Division of labor

**Answer: a. Delegation**

**7. What is the term for the flow of information within an organization?**

- a. Communication
- b. Coordination
- c. Delegation
- d. Planning

**Answer: a. Communication**

**8. Which of the following is a disadvantage of a hierarchical organizational structure?**

- a. Lack of clarity in job roles and responsibilities
- b. Slow decision-making processes
- c. High levels of employee autonomy
- d. Undefined reporting relationships

**Answer: b. Slow decision-making processes**

**9. Which of the following is a benefit of a flat organizational structure?**

- a. Clear reporting relationships
- b. Quick decision-making processes
- c. High levels of employee autonomy
- d. Hierarchical reporting relationships

**Answer: c. High levels of employee autonomy**

**10. What is the term for the process of bringing people together to achieve a common goal?**

- a. Coordination
- b. Communication
- c. Delegation
- d. Planning

**Answer: a. Coordination**