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