past year exams question for mangement

Q>The following statements could be applied to management in nursing except:

<C+>Involves the ability to influence others through the processes of guiding , teaching, motivating, and directing.

<C>Involves the activities of planning, organizing, directing and controlling in order to accomplish specific goals.

<C>Managers hold the responsibility and accountability for tasks that must be accomplished

<C>Involves the coordination and integration of resources of the organization

<Q>Leaders are born to be leaders and have inherited a set of innate characteristics that enables them to lead others. This premise is set by the following theory:

<C+>Great man theory

<C>Trait or Attribute theory

<C>Behavioral theories

<C>Situational theories

<Q>The following could be applied to the situational theory of leadership except:

<C+>Based on the premise that leadership style should be successful in all circumstances.

<C>Based on the premise that leadership style could be successful in one set of circumstances and may not be effective in another.

<C>The leader’s behavior must change appropriately according to the situation.

<C>This theory ignored the individuals’ variation in approaching the situation

<Q>The following are characteristics of Autocratic leadership style except:

<C+>Leaders see themselves as coworkers rather than as supervisors.

<C>The manager has strong control over workgroup which makes this style referred to as the directive approach.

<C>No input of the followers on the decision.

<C>Usually found in bureaucratic organizations.

<Q>The following are disadvantages of the democratic leadership style except:

<C+>Creates hostility and dependency among followers

<C>Decision making can become a lengthy process

<C>Followers may feel that the manager is not doing his job and foisting difficult decisions on them

<C>Followers might feel that their time is wasted if the decision was not implemented.

<Q>Factors influencing the leadership style to be used include the following except:

<C+>Followers racial background

<C>Size of the group

<C>Structure of the organization

<C>Tasks to be accomplished

<Q>Which of the following statements depicts leadership?

<C+>Members of a group choose to follow a person in a leadership position

<C>A leadership position is assigned

<C>A leadership position carries a legitimate source of power

<C>Leadership requires meeting organizational goals

<Q>The person who is committed, has a vision, and can empower others with this vision is termed a:

<C+>transformational leader

<C>transactional leader

<C>interactional leader

<C>bureaucratic leader

<Q>When coworkers are allowed to make their own decisions, and take responsibility for their own management, we are using:

<C+>Laissez-faire leadership

<C>Democratic leadership

<C>Centralized decision-making

<C>Autocratic leadership

<Q>Hanadi is the only registered nurse at Hospital ABC to be certified to insert percutaneous intravenous catheters. This certification gives Hanadi:

<C+>expert power

<C>legitimate power

<C>charismatic power

<C>self power

<Q>The following could be applied to the definition of power except:

<C+>It is synonymous (the same as) with leadership.

<C>It is the ability to do, act or produce.

<C>It is the ability to control others

<C>It is the ability to influence others through either persuasion or coercion.

<Q>The following are characteristics of legitimate power except:

<C+>The term charisma has been used to describe this type of power

<C>It is power granted by an official position

<C>The individual with this type of power has control over human and material resources of the organization.

<C>This type of power enables the person to make decisions on behalf of the organization.

<Q>Which of the following statements could be applied to the Coercive power?

<C+>It ranges from negative sanctions to verbal threats of punishments and is based on the fear of punishment if the manager's expectations are not met.

<C>Is gained through the possession of special knowledge, wisdom, sound judgment, good decisions, skill, or ability.

<C>Experts wield power and are able to accomplish their purposes because others recognize their abilities and turn to them for guidance.

<C>Typically, this type of power is limited to a specialized area.

<Q>Maurik(2001) views empowerment as giving subordinate a mixture of the following factors when assigning them a task except:

<C+>Close and tight supervision

<C>Sufficient instructions to give confidence.

<C>An element of stretch that will bring out creativity and satisfaction on completion.

<C>Confidence that there is further help and direction available if needed.

<Q>The following is a part of personal behaviors that should be available to empower others:

<C+>Develop a willingness to accept change

<C>Promote group participation and interaction.

<C>Identify and clarify common vision and goals

<C>Recognize accomplishments of others, etc.

<Q>To be a good follower the individual should avoid the following:

<C+>Make your goals different from the larger goals of the organization.

<C>Ensure that you understand the role of the leader and relationship to you.

<C>Follow channels of communication and responsibility.

<C>Support your leader and your group.

<Q>The term organization structure include the following meanings except:

<C+>The way interactions actually occur within organization.

<C>The way in which group is formed.

<C>Its chain of command.

<C>Its lines of communications.

<Q>The following are central features of modern organizations except:

<C+>Independence, where everyone has complete autonomy.

<C>Interdependence, where no one has complete autonomy.

<C>Most employees are tied to many others by their work, technology, and management system

<C>Trans disciplinary teams come together in an environment filled with highly technical equipments to seek the most positive outcomes for clients from diverse backgrounds.

<Q>The following are characteristics of Flat or decentralized structure except:

<C+>Each person is responsible for only few subordinates

<C>The chart of relationships shows few level and broad span of control

<C>Decision making spread out many people and those closes to the situation are given wide latitude in determining appropriate actions

<C>Close supervision is not possible when the supervisor is responsible for many people

<Q>Functional managers have the responsibility of:

<C+>All of the other options are correct

<C>Maintaining adequate staffing.

<C>Developing or acquiring skills needed to support the project.

<C>Maintaining standards.

<Q>The following statements could be applied to the definition of Accountability except:

<C+>It is the official power an individual has to approve or command an action or enforce a decision.

<C>Refers to the process of answering what occurs in an ethical and legal sense.

<C>An obligation to perform certain activities and duties.

<C>Used interchangeably with the term responsibility.

<Q>Which of the following concerning having healthier organization:

<C+>Authority is appropriately provided to mach responsibility.

<C>Authority should be more than responsibility.

<C>Responsibility should be more than authority.

<C>Having responsibility without any authority.

<Q>Which of the following is referred to as looping the system?

<C+>Channels of communications.

<C>Chain of command.

<C>Span of control.

<C>Job description.

<Q>The following are characteristics of the job description except:

<C+>Always gives a complete description of everything employees should do as a part of their job.

<C>It is a written statement usually found in policy manual.

<C>It describes the duties and functions of various jobs within the organization.

<C>It outlines the scope of authority and accountability.

<Q>Nuha is in line position in the organization. What does a line position assume?

<C+>direct line of hierarchical authority most important to meet organizational goals

<C>a collection of tasks configured together to enhance performance

<C>that it provides expertise and knowledge to assist in meeting organizational goals

<C>outside the direct hierarchical authority providing expertise and knowledge

<Q>A bureaucracy is a structure with all of the following, except:

<C+>decentralized authority and wide span of control

<C>highly routine operating tasks achieved through specialization

<C>very formalized rules and regulations

<C>decision-making that follows the chain of command

<Q>You are a vice president in nursing at a hospital system. You have been concerned about the tall hierarchy in the organization. You are concerned that the organization is too centralized. Which of the following statements would imply that the structure is centralized?

<C+>decision-making power is concentrated at the top of the organization

<C>decision-making power is at many points in the organization

<C>decision-making power is at a single point in the organization (anywhere)

<C>decision-making power is concentrated at the bottom of the organization

<Q>Staff position is:

<C+>a position that provides expertise and knowledge for accomplishing organizational goals

<C>the direct line of hierarchical authority responsible for giving orders to subordinates

<C>considered the highest level of authority in an organizational hierarchy

<C>none of the available choices

<Q>Part of organizational structure is the use of dividing labor by subdividing tasks and standardization of work processes and skills. This is referred to as:

<C+>work specialization

<C>work divisionalization

<C>job description

<C>task minimization

<Q>A narrow span of control in organizations is usually expected to:

<C+>cost more because of additional layers of management

<C>cost less because it is narrow and tall

<C>encourage employee autonomy and less control

<C>decrease complexity of vertical communication

<Q>It Involves the coordination and integration of resources through the activities of planning, organizing, directing, and controlling in order to accomplish specific goals and objectives within an organization. This is called:

<C+>management

<C>leadership

<C>empowerment

<C>organization

<Q>Their authority is generally derived from position power that is tied to their official job title within the organization. This is a:

<C+>autocratic leadership

<C>democratic or Participative Leadership Style

<C>laissez-faire Leadership

<C>multicratic Leadership

<Q>Which one of the following types of the leadership, you can consider the leaders who see themselves as coworkers rather than as superiors and stress the importance of communication, consensus and teamwork.

<C+>democratic leaders

<C>autocratic leadership

<C>laissez-faire Leadership

<C>multicratic Leadership

<Q>Is achieved by having the potential to influence others because of one's control over desired resources.

<C+>reward power

<C>legitimate power

<C>referent power

<C>expert power

<Q>Which one of the following is not related to the empowerment:

<C+>developing the habits of giving directions rather than of asking questions

<C>share the successes of individuals with the group

<C>build confidence and self-esteem

<C>offer helpful suggestions to improve the situation