**НАО «Университет КИМЭП»**

**Факультет Образования и Гуманитарных Наук**

**Вступительный экзамен**

**в докторантуру по группе образовательных программ**

**«D072 Менеджмент и управление»**

**Образовательная программа: 8D04108 Образовательная политика и управление.**

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| **УТВЕРЖДАЮ/ APPROVED** |
| Председатель Ученого Совета/Chair of the Academic Council |
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| протокол № \_\_\_\_/ minutes #\_\_\_\_  от / as of «\_\_» \_\_\_\_\_\_\_\_\_\_2021 |
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**Essay Questions**

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| --- | --- | --- |
| **#** | **Answer essay questions as completely as possible** | **Эссе тақырыбы**  **(ағылшын тілінде)** |
| 1 | Knowledge about the management process and organizational resources:   * What is the value in having managers at the career exploration stage within an organization? Why? The decline stage? Why? | {Источник}= Modern management: concepts and skills/Dr. Samuel Certo, Dr. Trevis Certo.—14 Edition/ Pearson Education, Inc.-p.3 |
| 2 | Insights about the social responsiveness of an organization:   * What’s the relationship between social responsibility and ethics? | {Источник}= Modern management: concepts and skills/Dr. Samuel Certo, Dr. Trevis Certo.—14 Edition/ Pearson Education, Inc.-p.24 |
| 3 | An awareness of the challenges facing managers within a diverse workforce:   * Assume you are ethnocentric. List three specific beliefs about your own culture that you might possess. Would such beliefs be a hindrance or a help in your becoming a successful manager? Explain. | {Источник}= Modern management: concepts and skills/Dr. Samuel Certo, Dr. Trevis Certo.—14 Edition/ Pearson Education, Inc.-p.51 |
| 4 | Insights about what constitutes a multinational organization:   * List and define the three types of organization members found in multinational organizations. Discuss the contribution that each type can bring to creating the success of the organization. | {Источник}= Modern management: concepts and skills/Dr. Samuel Certo, Dr. Trevis Certo.—14 Edition/ Pearson Education, Inc.-p.78 |
| 5 | An understanding of the relationship between planning and organizational objectives^   * Describe the relationship between planning and the other general functions of management (organizing, controlling, and influencing). In your opinion, which of the four functions is most important? | {Источник}= Modern management: concepts and skills/Dr. Samuel Certo, Dr. Trevis Certo.—14 Edition/ Pearson Education, Inc.-p.105 |
| 6 | A fundamental understanding of the term decision:   * Describe the primary steps involved in the rational decision-making process. | {Источник}= Modern management: concepts and skills/Dr. Samuel Certo, Dr. Trevis Certo.—14 Edition/ Pearson Education, Inc.-p.131 |
| 7 | Insights regarding the main aspects of the strategic management process:   * Describe the five steps involved in the strategic management process. In your opinion, which step is most important? | {Источник}= Modern management: concepts and skills/Dr. Samuel Certo, Dr. Trevis Certo.—14 Edition/ Pearson Education, Inc.-p.152 |
| 8 | An understanding of the organizing function:   * Discuss the roles of vertical and horizontal differentiation as they relate to organizational structure. In your opinion, which of these concepts is most important for an effective organizational structure? | {Источник}= Modern management: concepts and skills/Dr. Samuel Certo, Dr. Trevis Certo.—14 Edition/ Pearson Education, Inc.-p.175 |
| 9 | Insights regarding the importance of authority within an organization:   * Distinguish between responsibility and authority, and provide examples to support your distinctions. | {Источник}= Modern management: concepts and skills/Dr. Samuel Certo, Dr. Trevis Certo.—14 Edition/ Pearson Education, Inc.-p.197 |
| 10 | Evaluation of Leadership and Management:   * Is it important for you as a manager to understand the difference between leadership and management? Explain fully. | {Источник}= Modern management: concepts and skills/Dr. Samuel Certo, Dr. Trevis Certo.—14 Edition/ Pearson Education, Inc.-p.289 |

Тематика Эссе вступительного экзамена обсуждены на заседании кафедры «Менеджмент», протокол №\_\_\_ от «\_\_\_»\_\_\_\_\_\_\_\_\_\_\_2021 г.

The essay topics of the entrance exam were discussed at a meeting of the Department of Management, minutes #\_\_\_ on \_\_\_\_\_\_\_, 2021.

**Заведующий кафедрой/ Department Chair**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

## Тематика Эссе вступительного экзамена рассмотрены и рекомендованы на заседании Совета факультета, протокол № \_\_\_ от «\_\_\_»\_\_\_\_\_\_\_\_\_\_\_\_2021 г.

## The essays topics of the entrance exam were considered and recommended at the meeting of the College Council, Minutes #\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_ 2021.

**Председатель СФ/ Chair of College Council**

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| протокол № \_\_\_\_/ minutes #\_\_\_\_  от / as of «\_\_» \_\_\_\_\_\_\_\_\_\_2021 |

**ЭКЗАМЕНАЦИОННЫЕ ВОПРОСЫ / EXAM QUESTIONS**

***ВОПРОСЫ ПО ПЕРВОМУ БЛОКУ – Системность теоретических знаний в Менеджменте***

***FIRST BLOCK OF QUESTIONS – Consistency of theoretical knowledge in Management***

###001 (question number)

What is *management*?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.7.

###002 (question number)

Explain and discuss the four functions of management.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.7.

###003 (question number)

A career can be viewed as a sequence of work-related positions occupied by a person over the course of a lifetime. List and explain the general characteristics of each stage.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.13.

###004 (question number)

Robert Katz states that managerial success depends upon performance rather than on personality and that performance is a result of managerial skills. What are these managerial skills?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.15.

###005 (question number)

In the Contemporary View of Management Skill, what are the major activities managers perform? List at least six skills managers need to successfully carry out these activities.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.17.

###006 (question number)

Explain and discuss the two areas of the classical approach to management.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.28

###007 (question number)

Explain the concept of the management system.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.40

###008 (question number)

What is a “learning organization”? Why is this concept important for today’s organizations?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.42.

###009 (question number)

Who are organizational stakeholders and what types of responsibilities does an organization have to them?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.57

###0010 (question number)

Explain the Davis Model of Corporate Social Responsibility.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p 50.

###0011 (question number)

Explain at least three ways that companies can create an ethical workplace.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p. 68

###0012 (question number)

Explain the concept of business ethics and describe the seven standards by which a manager can determine if a proposed action or decision is ethical.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.66

###0013 (question number)

What is diversity, and what are the advantages of diversity in an organization?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.80.

###0014 (question number)

Managers are becoming more dedicated to seeking a wide range of talents from every cultural group because they now realize there are distinct advantages to doing so. Briefly list and explain these advantages.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.80

###0015 (question number)

Briefly discuss the challenges the managers face in working with diverse populations.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.83

###0016 (question number)

Describe how an organization is truly committed to multiculturalism acts to obtain the commitment of its members.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.93

###0017 (question number)

Briefly discuss the five approaches to achieving pluralism.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.93

###0018 (question number)

Explain the different categories of organizations by international involvement.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.108

###0019 (question number)

Discuss the three types of organizational members found in multinational corporations.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.114

###0020 (question number)

Explain the four components commonly included in the planning of a multinational corporation.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.117

###0021 (question number)

Discuss how managers can ensure that their organization’s actions taken across national borders are ethical?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.125

###0022 (question number)

Why is planning called the primary management function?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p 135.

###0023 (question number)

Describe the steps in the planning process.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.135

###0024 (question number)

Explain the relationship between the organizational purpose, organizational objectives, and individual objectives.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.139

###0025 (question number)

What is “suboptimization”? What should managers do about it?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.142

###0026 (question number)

How can managers increase the quality of their objectives?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.144

###0027 (question number)

Explain the management by objective approach (MBO) and explain the three basic parts included in most MBO programs.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.144

###0028 (question number)

What is a decision? Explain the difference between programmed and non-programmed decisions.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.156

###0029 (question number)

Discuss the steps in the decision-making process.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.161

###0030 (question number)

Discuss the advantages and disadvantages of group decision-making.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.168

###0031 (question number)

Making a sound group decision regarding complex organizational circumstances is a formidable challenge. Fortunately, several useful processes have been developed to assist groups in meeting this challenge. List and explain each of the most popular techniques.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.168

###0032 (question number)

Discuss the strategy management process.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.178

###0033 (question number)

Discuss and explain the four strategy formulation tools of strategy management.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.186

###0034 (question number)

Explain what “stars”, “question marks”, “cash cows”, and “dogs” are. According to the BCG Growth-Share Matrix, what should managers do with each of these?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.186

###0035 (question number)

Understanding the forces that determine competitiveness within an industry should help managers develop strategies to make their companies more competitive within the industry. Explain the three generic strategies developed by Porter to illustrate the kind of strategies managers might develop to make their organizations more competitive.  
{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.190

###0036 (question number)

Compare and contrast strategic and tactical planning.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.194

###0037 (question number)

What is a plan, and what are the four major dimensions of plans?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.204

###0038 (question number)

Discuss the various types of standing and single-use plans.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.206

###0039 (question number)

What is a forecast? Explain the various types of sales forecasting techniques.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.212

###0040 (question number)

Explain the stages of the product life cycle. Give an example of a product in each stage.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.213

###0041 (question number)

Define scheduling and describe two common methods used to increase the effectiveness of scheduling.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.216

###0042 (question number)

Discuss the five main steps in the organizing process.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.229

###0043 (question number)

What is the “chain of command”? Why does this principle exist? Under certain circumstances, Fayol has indicated that strict adherence to the chain of command is not always advisable. Discuss these exceptions.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.242

###0044 (question number)

Explain the concept of a department and the different types of departmentalization.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.233

###0045 (question number)

Describe what is meant by the term “division of labor.” Also explain the advantages and disadvantages associated with division of labor.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.238

###0046 (question number)

Explain the concept of span of management, and discuss the factors that influence the appropriateness of the size of an individual’s span of management.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.239

###0047 (question number)

Explain the concepts of line, staff and functional authority.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.258

###0048 (question number)

Explain the three roles that, according to Harold Stieglitz, staff personnel typically perform to assist line personnel.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.259

###0049 (question number)

What is accountability? Why is it important in organizations?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.261

###0050 (question number)

Explain the concepts of centralization and decentralization. How can a manager determine the appropriate amount of decentralization for a specific situation?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.264

###0051 (question number)

Explain and discuss the steps in providing human resources for an organization.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.276

###0052 (question number)

Explain the differences between job analysis, job descriptions, and job specifications.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.277

###0053 (question number)

Discuss the guidelines that should be followed when tests are used as part of the selection process.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.283

###0054 (question number)

Explain the various techniques that are useful for transmitting information in training programs and developing skills in human resources.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.288

###0055 (question number)

Why should managers evaluate training programs? How should they do so?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.289

###0056 (question number)

What is emotional intelligence? How does it relate to other work on specific skills that enable managers to become effective in their jobs?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.329

###0057 (question number)

Explain how interpersonal communication works

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.330

###0058 (question number)

Explain the difference between communication macrobarriers and communication microbarriers.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.331

###0059 (question number)

Describe formal communication and explain the three basic types of formal communication.  
{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.338

###0060 (question number)

Explain the difference between a leader and a manager.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.352

###0061 (question number)

What is the primary point of the path-goal theory of leadership? What kinds of leadership behavior does it describe? Give an example of a situation in which a manager uses this model to decide how to act with a particular subordinate.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.368

###0062 (question number)

Identify the four process theories of motivation.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.382

###0063 (question number)

What is flextime? What are the advantages and disadvantages of using flextime?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.394

###0064 (question number)

What is a sociogram? How would a manager construct a sociogram, and why might it be useful?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.414

###0065 (question number)

Identify and explain the five stages of team development.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.418

###0066 (question number)

Describe the steps in the innovation process.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.461

###0067 (question number)

Explain the importance of power to the control process. Describe the difference between positional power and personal power.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.491

###0068 (question number)

Explain and discuss the concept of operations strategies.

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.508

###0069 (question number)

What determines the effectiveness of an organization’s IS? How can organizations improve the effectiveness of an IS?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.544

###0070 (question number)

What is a matrix organization? What are its advantages and disadvantages?

{Block}=1

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.306

END OF BLOCK ONE

***ВОПРОСЫ ПО ВТОРОМУ БЛОКУ – Методы и модели практической реализации в управлении (по отраслям)***

***SECOND BLOCK OF QUESTIONS – Practical questions to reveal the level of formation of functional competencies***

###001 (question number)

How do managers can become effective leaders?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.291.

###002 (question number)

What skills are required for top managers to successfully manage organizations?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp.9-10.

###003 (question number)

How to build a successful career?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.13.

###004 (question number)

How is the trait approach to leadership applied in contemporary organizations?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.292-294.

###005 (question number)

How is the behavioral approach to leadership applied by contemporary managers?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.292-294.

###006 (question number)

How to plan, organize, influence, and control activities of others for an organization of any event?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 5-6.

###007 (question number)

Why business ethic is important for contemporary organizations?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 38-39.

###008 (question number)

How to develop a “learning organization”?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.42.

###009 (question number)

How the organization shall accommodate for various interests of organizational stakeholders?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.57

###0010 (question number)

How does the concept of social responsibility is applied in contemporary organizations?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p 50.

###0011 (question number)

How to build an ethical workplace in contemporary organizations?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p. 68

###0012 (question number)

What managers shall do to create sustainable organization?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.34

###0013 (question number)

How the concepts of social responsibility and ethics are applied in contemporary organizations?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp.26-38.

###0014 (question number)

How the managers of international organizations run their operations?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.81, p.95.

###0015 (question number)

How the managers of multinational organizations run their operations?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 85-86.

###0016 (question number)

How to build a diverse workforce?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.53-58

###0017 (question number)

How to apply three approaches to achieve effective workforce diversity: assimilation, culture-specific and multicultural approaches.

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.65-66

###0018 (question number)

How do ethnocentric and polycentric managerial attitudes differ in practice?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 91-92.

###0019 (question number)

How to manage expatriates?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.86.

###0020 (question number)

How to perform planning at the organization?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.107-108.

###0021 (question number)

How to develop standing plans?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.108-110

###0022 (question number)

How to develop single-use plans?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p 108-110.

###0023 (question number)

How managers can use diversity to their advantages?

{{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.53-58.

###0024 (question number)

How to benefit from developing and propagating the organizational purpose?

{{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.139

###0025 (question number)

How to avoid the negative impact of diversity?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.53-58

###0026 (question number)

How to develop long-term objectives?

{{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.114

###0027 (question number)

How to practice successful MBO programs?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.144

###0028 (question number)

How managers could make programmed decisions?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.156

###0029 (question number)

How to practice rational decision-making?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.136

###0030 (question number)

How to apply Dephi technique when making group decisions?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.145

###0031 (question number)

How to apply Nominal Group technique when making group decisions?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.145

###0032 (question number)

How to analyze the external organizational environment?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp.155-159.

###0033 (question number)

How to analyze the internal organizational environment?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp.155-159.

###0034 (question number)

How to apply the BCG Growth-Share Matrix when making investment decisions?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.186

###0035 (question number)

How to formulate the generic strategy?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.190

###0036 (question number)

How to develop the business-level strategy?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.164.

###0037 (question number)

How to deal with competition?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.168.

###0038 (question number)

How do managers conduct strategic planning?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.155.

###0039 (question number)

How to use the strategy formulation tools in large corporations?

{{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.160-165.

###0040 (question number)

How to apply the strategy formulation tools in small organizations?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.160-165.

###0041 (question number)

How to conduct the sales forecast using quantitative forecasting tools?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.117-121.

###0042 (question number)

How to conduct the sales forecast using qualitative forecasting tools?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.117-121.

###0043 (question number)

How to conduct the evaluation of sales forecasting methods?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.122.

###0044 (question number)

How could mangers develop organizational structure?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp.184-187.

###0045 (question number)

How to build the “Matrix” organizational structure?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.188.

###0046 (question number)

How to build the functional organizational structure?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.186.

###0047 (question number)

How do managers practice staff authority?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.258

###0048 (question number)

How do managers practice line authority?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.204.

###0049 (question number)

How to become the responsible manager?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.202.

###0050 (question number)

How to approach decentralization of decision-making authority in the organization?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.264

###0051 (question number)

How to fulfill the Human Resources Management functions?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.209.

###0052 (question number)

How to conduct a job analysis in the organization?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.220.

###0053 (question number)

Why to conduct the recruiting tests?

{{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.226.

###0054 (question number)

What is the role of the assessment center in an organization?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.227.

###0055 (question number)

How to conduct the training needs analysis?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.227.

###0056 (question number)

How to select employees?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.226.

###0057 (question number)

How to develop interpersonal communication skills?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.268.

###0058 (question number)

Explain the managers’ involvement in formal and informal communication at work.

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.278.

###0059 (question number)

How to develop non-verbal communication skills?  
{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.276.

###0060 (question number)

How to apply the trait approach to leadership when making promotion decisions?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp.292-294.

###0061 (question number)

How to apply the behavioral approach to leadership when making decisions?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.368

###0062 (question number)

How to apply the situational approaches to leadership?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.292-295.

###0063 (question number)

How to apply various leadership styles at workplace?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.294.

###0064 (question number)

How to practice the servant leadership style?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 303-306.

###0065 (question number)

How to practice leadership style for getting organizational results?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.308.

###0066 (question number)

How to apply the content theories of motivation?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.320.

###0067 (question number)

How to apply the process theories of motivation?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p. 320.

###0068 (question number)

Explain the importance of setting performance standards in the organization.

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.394-395.

###0069 (question number)

How to differentiate between the problem and its symptom.

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 395-396.

###0070 (question number)

How the principles of Henri Fayol are applied in managerial practice?

{Block}=2

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 447-450.

END OF BLOCK TWO

**ВОПРОСЫ ПО ТРЕТЬЕМУ БЛОКУ** – *Методология исследования и комплексное планирование работ в менеджменте*

**THIRD BLOCK OF QUESTIONS** – *Defines systemic competencies and knowledge in the area of subject research*

###001 (question number)

What is the difference between management and leadership?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.291.

###002 (question number)

Explain the difference between conceptual and human skills of managers.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp.9-10.

###003 (question number)

What factors shall be taken into account when building a successful career?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.13.

###004 (question number)

What is the difference between trait and behavioral approaches to leadership?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.292-294.

###005 (question number)

Contrast and compare conceptual, human and conceptual skills of managers?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 10-11.

###006 (question number)

Explain the relationships between the four functions of management.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 5-6.

###007 (question number)

Why ethics is important for contemporary organizations?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 38-39.

###008 (question number)

What are the advantages of “learning organization”?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.42.

###009 (question number)

Who are differences between the interests of various organizational stakeholders?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.57

###0010 (question number)

What are the advantages and disadvantages of socially responsible organizations?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p 50.

###0011 (question number)

What are the advantages of having an ethical workplace in contemporary organizations?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p. 68

###0012 (question number)

Do you think it’s worthwhile for managers to build sustainable organizations? Why?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.34

###0013 (question number)

What is the relationships between the social responsibility and ethics?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp.26-38.

###0014 (question number)

Discuss three similarities and three differences of international versus transnational organizations.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.81, p.95.

###0015 (question number)

List and define three types of organization members found in multinational organizations. Discuss the contribution that each type can bring to creating the success of the organization.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 85-86.

###0016 (question number)

What are the advantages and disadvantages of diversity at the organization?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.53-58

###0017 (question number)

Discuss the differences among three approaches to achieve effective workforce diversity: assimilation, culture-specific and multicultural approaches.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.65-66

###0018 (question number)

What are the advantages and disadvantages of ethnocentric and polycentric managerial attitudes toward foreign operations?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 91-92.

###0019 (question number)

Is the preparation of expatriates more important than their repatriation? Explain.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.86.

###0020 (question number)

What are the advantages and potential disadvantages of planning?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.107-108.

###0021 (question number)

How the standing plans are different from single-use plans?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.108-110

###0022 (question number)

Referring to objectives effectiveness, provide an example of an effective objective for a non-for-profit organization of your choice.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p 115.

###0023 (question number)

Describe the relationship between planning and the other general functions of management (organizing, controlling, and influencing). In your opinion, which of the four functions is most important?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.108

###0024 (question number)

What is the impact of organizational purpose for the organization?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.139

###0025 (question number)

What are the disadvantages of “suboptimization” for the organization?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.142

###0026 (question number)

What are the differences between the short-term and long-term objectives?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.114

###0027 (question number)

What are the preconditions of successful MBO programs?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.144

###0028 (question number)

Contrast and compare the programmed and non-programmed decisions.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.156

###0029 (question number)

What are the advantages and disadvantages of the rational decision-making process?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.136

###0030 (question number)

Compare the two group decision-making approaches: Dephi technique and Nominal Group Technique.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.145

###0031 (question number)

What is the relationship between bounded rationality and satisficing?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.139

###0032 (question number)

Discuss the differences between external environment and internal environment of the organization.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.155-159.

###0033 (question number)

Compare the threat of substitutes and threat of new entrants in Porter’s Five Forces Industry analysis framework.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.159.

###0034 (question number)

Explain the relationships among “stars”, “question marks”, “cash cows”, and “dogs” according to the BCG Growth-Share Matrix?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.186

###0035 (question number)

Explain the relationships among three generic strategies developed by Porter to illustrate the kind of strategies managers might develop to make their organizations more competitive.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.190

###0036 (question number)

Compare and contrast corporate-level and business-level strategies.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.164.

###0037 (question number)

How competition influences organizations’ decisions?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.168.

###0038 (question number)

Which step in the strategic planning is the most important? Why?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.155.

###0039 (question number)

Compare and contrast the different strategy formulation tools. In your opinion, which tool is best suited

for large organizations? Explain.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.160-165.

###0040 (question number)

Compare and contrast the different strategy formulation tools. In your opinion, which tool is best suited

for small organizations? Explain.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.160-165.

###0041 (question number)

Explain the differences between forecasting and scheduling.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.117-121.

###0042 (question number)

Compare and contrast quantitative and qualitative forecasting tools.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.117-120.

###0043 (question number)

Evaluate the sales forecasting methods.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.122.

###0044 (question number)

Compare and contrast three different types of departmentalization.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp.184-187.

###0045 (question number)

Explain the advantages and disadvantages of “Matrix” organizational structure.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.188.

###0046 (question number)

Discuss the roles of vertical and horizontal dimensioning as they relate to organizational structure. In your opinion, which of these concepts is most important for an effective organizational structure?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.181-184.

###0047 (question number)

Explain relationships among line, staff and functional authority.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.258

###0048 (question number)

Compare and contrast staff and line personnel roles.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.204.

###0049 (question number)

What is the difference between authority and responsibility?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.202.

###0050 (question number)

Explain the differences between centralized and decentralized organizations.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.264

###0051 (question number)

Explain and discuss the steps in providing human resources for an organization.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.209.

###0052 (question number)

Explain the relationships among job analysis, job descriptions, and job specifications.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.220.

###0053 (question number)

Discuss the differences between aptitude and achievement recruitment tests.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.226.

###0054 (question number)

What are the advantages of having the assessment center in the organization?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.227.

###0055 (question number)

How to assess the training program effectiveness?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.229.

###0056 (question number)

Describe the four steps in the human resource management process. In your opinion, which step is most important? Explain.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.226.

###0057 (question number)

How to assess the effectiveness of interpersonal communication skills?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.268.

###0058 (question number)

Explain the difference between formal and informal communication.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.278.

###0059 (question number)

Explain the difference between verbal and non-verbal communication.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.276.

###0060 (question number)

What are the advantages and disadvantages of relying on trait approach to leadership for managers when making promotion decisions?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp.292-294.

###0061 (question number)

Compare and contrast the trait and behavioral approaches to leadership.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.368

###0062 (question number)

Compare and contrast behavioral and situational approaches to leadership.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.292-295.

###0063 (question number)

Compare and contrast various leadership styles.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.294.

###0064 (question number)

Compare and contrast transformation and servant leadership styles.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 303-306.

###0065 (question number)

What leadership style is the most effective?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.308.

###0066 (question number)

Explain the difference between content and process theories of motivation.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.320.

###0067 (question number)

What is the role of trust in building effective teams?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p. 357.

###0068 (question number)

What performance standards are the most important in the organization?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- p.394-395.

###0069 (question number)

What is the difference between a problem and a symptom? Use an example to support your response.

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 395-396.

###0070 (question number)

How does Henri Fayol’s contribution to management differ from the contributions of Frank and Lillian Gilbreth?

{Block}=3

{Source}= Dr. Samuel Certo, Dr. Trevis Certo, Modern management: concepts and skills - 14 Edition/ Pearson Education, Inc.- pp. 447-450.

END OF BLOCK THREE