


Course No: BUS 1305 Course Title: Principles of management I I Date: 27/03/2011 No. of Questions: (7) Time: 1.00 Hour Using Calculator (No)	University of Palestine  Midterm Exam. 2nd Semester 2010/2011 Total Grade: (20)	Instructor Name: Mr. Abdel Fatah Afifi Student No.: ----- Student Name:----- College Name:----- Dep. / Specialist:----- Using Dictionary: (No)
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Answer the following questions:

Q1: What do we mean by Managerial Competencies? (2Points)

Q2: What are the basic functions of management? (2Points)


Q3: Differentiate between first-line managers and middle managers? (3Points)

Q4: What does decision making include? (3Points)

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Q5: What are the main components of knowledge management? (3Points)

Q6: What are Stages in the Creative Process? (2Points)

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Q7: Select (T) for True statements and (F) for the False ones: (5Points)

No	Statements	T / F
1	First-line managers Responsible for providing the overall direction of an organization.	
2	Middle managers Responsible for setting objectives that are consistent with top management's goals and translating them into specific goals and plans for first-line managers to implement.	
3	Top managers Establish target dates for products/services to be delivered.	
4	Informal Communication Used to build social networks and good interpersonal relations.	
5	Control prescribes a set of phases that individuals or teams should follow to increase the likelihood that their decisions will be logical and optimal.	
6	The rational model prescribes a set of phases that individuals or teams should follow to increase the likelihood that their decisions will be logical and optimal.	
7	Preventive controls are mechanisms intended to reduce errors and thereby minimize the need for corrective action.	
8	Comparative financial analysis is the evaluation of a firm's financial condition for one time period only.	
9	A simulation is a forecasting aid based on a consensus of a panel of experts.	
10	Brainstorming involves projecting or estimating future events or conditions in an organization's environment.	

Good Luck