

University of Palestine



Midterm Nursing
Management Exam second
semester
2014/2015
Total Grade:40

Course No:DNUR 2120
Course Title: Nursing Management
Date: 31 \3\2015
No. of Questions: (3)
Time: one hours
Using Calculator (No)

Instructor Name: Dr.Yousif Awad,
Student No.: _____
Student Name: _____
College Name: Health Professions
Dep./Specialist: Nursing
Using Dictionary (No)

Question No. I: True and False (10 Marks)

Put (T) in front of the correct statement and (F) in front of the incorrect one.

- () 1- Assembling resources: is the process of anticipating and providing the good distribution of manpower and physical resources within and out of the organization to get the job done.
- () 2- Organizing: is a continuous task of making contact with subordinates, training them, giving them orders, leading and motivating them.
- () 3- Downward Communication: It is non directive in nature from down below, to give feedback, to inform about progress/problems, seeking approvals.
- () 4- Counseling is the process of providing factual information and clarification about a topic to an individual or group.
- () 5- controlling: is a basic function of management of all nursing managers. It is a systematic process of deciding in advance what to do, how to do it and who to do it.
- () 6- Education is: a two-way process by which responsibility and authority for performing tasks is assigned to certain nurse.
- () 7- counseling is the same as education
- () 8- horizontal communication occurs between employees at the same level in the organization
- () 9- to be effective in communication process use different types of communications
- () 10- during counseling the nurse give the client the right decision for his problem



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Question No. II: Multiple choice questions (12 Marks)

Chose the most correct answer from the following (12 Marks)

1- all of the following are purpose of planning except

- a- Classify activities and assignments
- b- Identifying goals
- c- focus attention to the objectives
- d- coordinating the effort within organization

2- when doing counseling the nurse should do

- c- Give the client the right solution
- d- Let the client to make his own decision
- b- the counseling not to be confidential
- d- all of the above are correct

3- Which of the following is not considered from the components of management process

- a- controlling
- b- planning
- c- directing
- d- assessment

4- when training , leading and motivating subordinates this can be done in

- a- controlling
- b- planning
- c- directing
- d- organizing

5- when bringing all resources " man power, facilities and equipments to achieve the organization goals and objectives this done in

- a- controlling
- b- planning
- c- directing
- d- organizing

6- all of the following are verbal or oral communication except

- a- facial expression
- b- face to face talking
- c- telephone call
- d- meetings

7- Giving instructions and direction this occurs in which type of communications

- a- upward communication
- b- horizontal communication
- c- feedback communication
- d- downward communication

8- all of the following are characteristics of effective message except

- a- to be accurate
- b- includes of much scientific terms
- c- relevant to the subject
- d- applicable to the situation



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Question No. III: (18 Marks)

1. Define the following

A. Nursing management

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B. Planning:

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C. communication:

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2- What are the barriers of communication process?

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