کارشناسی

دانشگاه پیام نور
مرکز آزمون وسنجش

حضرت علی(ع): ارزش هر کس به میزان دانایی و تخصص اوست

تعداد سوالات : تستی : ۳۰   تشریحی : ۰

عنـــوان درس: زبان تخصصی ۱

زمان آزمون (دقیقه) : تستی : ۹۰   تشریحی : ۰

رشته تحصیلی/کد درس: مدیریت بازرگانی (چندبخشی) ۱۲۱۲۱۷۵ – ،مدیریت دولتی (چندبخشی)۱۲۳۴۰۳۱

1- This factory has very good <u>facilities</u> for producing its products. ' Facilities' means................ .

1. policies
2. services
3. equipments
4. consultants

2- We must ....our efforts to help the organization.

1. coordinate
2. coordinates
3. coordinated
4. coordination

3- Technological ....is one of the best effects of continuous change of an organization.

1. barriers
2. reduction
3. authority
4. breakthrough

4- A successful manager has the ability to determine how much changes employees can <u>withstand</u>. 'Withstand' means............. .

1. obscure
2. encourage
3. convince
4. resist

5- The managers can hardly change their employees' <u>attitude</u>. 'Attitude' means................ .

1. role
2. opinion
3. assisstance
4. hierarchy

6- You gave some excuses for not having been at the meeting but those excuses were not very ....

1. convincing
2. convince
3. convincingly
4. convincer

7- This new project will <u>generate</u> many new jobs. 'generate' means............... .

1. compete
2. refine
3. retrieve
4. produce

8- Organizational processes can support or <u>inhibit</u> the development of creative ideas. ' Inhibit' means.............. .

1. prevent
2. intrigue
3. receive
4. expose

9- The unemployment <u>rate</u> is a serious problem which won't just disappear overnight. 'Rate' means............ .

1. labor
2. pace
3. role
4. change

10- They must give a ....explanation for what happened. Their explanation should be based on reason.

1. viable
2. flexible
3. rational
4. competitive

11- Since the <u>janitor</u> was sick, the employees cleaned the floor of the office at the end of the day. ' Janotor' means........... .

1. executive
2. expert
3. caretaker
4. craftsman

12- The repairs of this factory equipments require a lot of .... We need a lot of money.

1. succession
2. expenditure
3. stagnation
4. working condition

13- Changing this technology is now <u>operative</u> in this company. 'Operative' means............... .

1. permanent

2. fundamental

3. out of use

4. in use

14- The managers ....their employees' performance in order to improve their work settings. They examine their performance.

1. obscure

2. operate

3. expose

4. screen

15- Compensation includes .... , benefits, and incentives given to employees in exchange for their work.

1. wages

2. integration

3. fulfillment

4. staffing

16- The plan of this organization needs <u>modification</u>. 'Modification' means............... .

1. regulation

2. research

3. downsizing

4. changing

17- Our manager has no ....of the problem.

1. comprehend

2. comprehensive

3. comprehension

4. comprehensively

18- You can discuss problems and plan <u>remedial</u> actions by the confrontation meeting. 'Remedial' means.............. .

1. voluntary

2. helping

3. temporary

4. viable

19- My.....................is well-known to all employees.

1. stubborness

2. stubborn

3. stubbornly

4. competitive

20- You need more.....................from the buyers in order to improve your products. You need more information about your products from the buyers.

1. attendance

2. feedback

3. fulfillment

4. renewal

21- If you do something on your own ...., you will plan it and decide to do it yourself without anyone telling what to do.

1. type

2. longevity

3. stabilization

4. initiative

22- Our manager is doubtful that this technology will be financially...................... . He needs a new technology.

1. integrative

2. sequential

3. viable

4. interpersonal

23- A model developed by Hellriegel and Slocum shows the relative importance of change to organizational <u>survival</u>. 'Survival' means.............. .

1. اصلاح

2. کارآیی

3. بقاء

4. بهره وری

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24- An organization that stimulates creativity is one that develops <u>novel</u> approaches to things. 'Novel' means............ .

1. تازه

2. مضر

3. سودآور

4. قدیمی

25- Managers can use four procedures to determine the <u>training</u> needs of individuals in their organization or subunits. 'Training' means.............. .

1. آموزشی

2. تخصصی

3. تبلیغاتی

4. پژوهشی

26- <u>Productivity</u> in all organizations is determined by how human resources interact to the rest of the organization. ' Productivity' means.............. .

1. تولید

2. پیشرفت

3. توسعه

4. بهره وری

27- Change after change without <u>stability</u> typically results in confusion. 'Stability' means............ .

1. رکود

2. یکپارچگی

3. سرعت

4. ثبات

28- Outside <u>consultants</u> and experts are important sources of information for managers. 'Consultants' means......... .

1. مشاوران

2. ساختارها

3. مدیران

4. کارکنان

29- The top managers are very <u>apt</u> at doing difficult tasks. 'Apt' means......... .

1. وابسته

2. مستعد

3. متخصص

4. دقیق

30- The change agent can develop a preliminary <u>diagnosis</u> of the nature of the problem. 'Diagnosis' means............ .

1. تردید

2. تشخیص

3. تهدید

4. تغییر