

# CHAPTER 1 TEST REVIEW

## Chapter 1 Management Fundamentals

### WORKING IN THE 21ST CENTURY/MANAGERS IN THE NEW WORKPLACE

True or False and Multiple Choice

**1. What is an organization?**

An organized body of people with a particular purpose, especially a business, society, association, etc.

**2. Explain the term intellectual capital (talented employees)**

The value of a company's employee knowledge, skills, business training, or any proprietary information that may provide the company with a competitive advantage

**3. What are the four functions of management? Briefly explain each considering a local business.**

planning, organizing, leading, and controlling

**4. 3 levels of management? How does each level correspond to the four management tasks?**

Administrative, Managerial, or Top Level of Management.

Executive or Middle Level of Management.

Supervisory, Team Leader, or Lower Level of Management.

**5. What is the glass ceiling and how does it affect workers and the organization?**

A metaphor for the invisible barrier that prevents (i.e. women ) from rising to senior positions.

**6. How have changes in modern business created challenges for managers? (i.e. what do managers today need to consider when making decisions in for their organizations)**

Employee Resistance, Communication Issues, Implementing Technology, Overworking employees

**7. Which management level is responsible for: a) Establishing a business partnership b) Acquiring resources for production c) Resolving disputes between employees d) Designing a plan to meet a company goal**

**8. Explain if a person who does a job well but has poor 'people' skills would make a good manager.**

**9. Give examples of resources managers need to organize and allocate (remember human, capital)**

Labor: They constitute team members or employees and contingent staff with different skill sets and form the backbone of any project.

# Test Review Chapter 1

**Chao Zhang**



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## **Table of Contents Test Review Chapter 1**

1. Understanding the eBook Test Review Chapter 1
  - The Rise of Digital Reading Test Review Chapter 1
  - Advantages of eBooks Over Traditional Books
2. Identifying Test Review Chapter 1
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Test Review Chapter 1
  - User-Friendly Interface
4. Exploring eBook Recommendations from Test Review Chapter 1
  - Personalized Recommendations
  - Test Review Chapter 1 User Reviews and Ratings
  - Test Review Chapter 1 and Bestseller Lists
5. Accessing Test Review Chapter 1 Free and Paid eBooks
  - Test Review Chapter 1 Public Domain eBooks
  - Test Review Chapter 1 eBook Subscription Services
  - Test Review Chapter 1 Budget-Friendly Options

6. Navigating Test Review Chapter 1 eBook Formats
  - ePub, PDF, MOBI, and More
  - Test Review Chapter 1 Compatibility with Devices
  - Test Review Chapter 1 Enhanced eBook Features
7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Test Review Chapter 1
  - Highlighting and Note-Taking Test Review Chapter 1
  - Interactive Elements Test Review Chapter 1
8. Staying Engaged with Test Review Chapter 1
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Test Review Chapter 1
9. Balancing eBooks and Physical Books Test Review Chapter 1
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Test Review Chapter 1
10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
11. Cultivating a Reading Routine Test Review Chapter 1
  - Setting Reading Goals Test Review Chapter 1
  - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Test Review Chapter 1
  - Fact-Checking eBook Content of Test Review Chapter 1
  - Distinguishing Credible Sources
13. Promoting Lifelong Learning
  - Utilizing eBooks for Skill Development
  - Exploring Educational eBooks
14. Embracing eBook Trends
  - Integration of Multimedia Elements

- Interactive and Gamified eBooks

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