



UNITY UNIVERSITY
COLLEGE OF DISTANC EDUCATION
DEPARTMENT OF MANAGEMENT

Organizational Behavior

03

WORKSHEET

Name: _____

ID.No. _____

Center: _____ **Semester** _____ **Academic Year** _____

This is a worksheet paper you are expected to do on your own. It carries 25 points. The paper should be completed and mailed to the College of Distance Education. Do not try to complete the worksheet until you have covered all the lessons and exercises in the course material.

Any questions in the course that you have not been able to understand should be stated on a separate sheet of paper and attached to this worksheet then your tutor will clarify them for you.

After completing this paper, be certain to write your Name, Id.No and Address on the first page and the answer sheet.

Part I: Choose the best answer and write the letter of your choice on the answer sheet provided

1. _____ is the study of societies to learn about human beings and their activities.

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- A. Sociology
B. Anthropology
C. Psychology
- D. Political Science
E. Social Psychology
2. _____ refers to what people do in the organization, how they perform, and what their attitude are.
- A. Sociology
B. Behavior
C. Psychology
- D. Political Science
E. Social Psychology
3. _____ is a relatively permanent change in behavior that occurs as a result of a person's interaction with the environment.
- A. Personality
B. Perception
C. Motivation
- D. Learning
E. Attitude
4. Which personality type is wrongly matched with congruent jobs or occupations?
- A. Realistic → Mechanic, drill press operator, assembly line worker, farmer
B. Investigative → Accountant, corporate manager, bank teller, file clerk
C. Social → Social worker, teacher, counselor, clinical psychologist manager
D. Enterprising → Lawyer, real estate agent, public relations specialist, small business manager
E. Artistic → Painter, musician, writer, interior decorator
5. Drawing a general impression about an individual on the basis of a single characteristic is referred to as _____.
- A. Selective perception
B. Contrast Effect
C. Halo Effect
- D. Projection
E. Stereotyping
6. According to Abraham Maslow Upper order needs which include affection, belongingness, acceptance, and friendship is known as _____.
- A. Social need
B. Safety need
C. Physiological need
- D. Esteem need
E. Self-actualization need
7. The ability to understand complex ideas, to adapt effectively to the environment, to learn from experience, to engage in various forms of reasoning, and to overcome obstacles with careful thought is known as _____.
- A. Cognitive Intelligence
B. Emotional Intelligence
C. Interpersonal Skill
- D. Perception
E. Personality
8. The extent to which team members must share materials, information, or expertise in order to perform their jobs is known as _____.
- A. Social capital
B. Team cohesion
C. Task interdependence
- D. Team building
E. Social loafing

9. A set of behaviors that people are expected to perform because of the positions they hold in a team and organization is said to be _____.
 - A. Social capital
 - B. Team cohesion
 - C. Role
 - D. Team building
 - E. Social loafing
10. The problem that occurs when people exert less effort (and usually perform at a lower level) when working in teams than when working alone is referred to as _____.
 - A. Social capital
 - B. Team cohesion
 - C. Role
 - D. Team building
 - E. Social loafing
11. A situation in which each party to a conflict is willing to give up something.
 - A. Collaborating
 - B. Avoiding
 - C. Accommodating
 - D. Compromising
 - E. Competing
12. The degree to which organizations standardize behavior through rules, procedures, formal training, and related mechanisms is known as _____.
 - A. Centralization
 - B. Formalization
 - C. Rituals
 - D. Decentralization
 - E. Ceremonies
13. An option of change which allows change agents to modify the way work is processed, the methods and equipment used is referred to as _____.
 - A. Changing Structure
 - B. Changing Technology
 - C. Changing the Physical Setting
 - D. Changing People
 - E. Changing culture
14. One of the following is not an individual source of resistance to change.
 - A. Economic
 - B. Fear of the unknown
 - C. Habit
 - D. Peer pressure
 - E. Group inertia
15. _____ refers to a modification or transformation of the organization's structure, processes or goods.
 - A. Organizational change
 - B. Moving
 - C. Telecommuting
 - D. Eustress
 - E. Negotiation

Part II: Discuss the following in detail

1. What are the major contributions of political science to organizational behavior?
2. How can globalization and workforce diversity be challenges and opportunities for organizational behavior?
3. Suppose you have to hire a new manager. One candidate has outstanding technical skills but poor interpersonal skills. The other has exactly the opposite mix of skills. Which would you hire? Why?

4. Identify the Big Five dimensions of personality and elements of core self-evaluations and describe how they are related to key aspects of organizational behavior.
5. What is the origin of organizational culture? Why do different organizations have different cultures?

Answer Sheet

Part I: Multiple Choices

- | | | |
|----------|-----------|-----------|
| 1. _____ | 6. _____ | 11. _____ |
| 2. _____ | 7. _____ | 12. _____ |
| 3. _____ | 8. _____ | 13. _____ |
| 4. _____ | 9. _____ | 14. _____ |
| 5. _____ | 10. _____ | 15. _____ |

Part II: Use an attachment

