

1. In a _____ leadership a leader is not expected to know everything and this is why you employ knowledgeable and skilled people. _____ **Democratic**
2. In the effective school, theacts as an instructional leader _____ **principal**
3. Given the flaws of early state studies, researchers turned to examining the actions, that differentiated the effective leaders from ineffective leaders. _____ **behaviours**
4. A leader must understand his own _____ as he also brings unique gifts to his role as leader _____ **Strengths**
5. Which type of Leader gather follower through strength of personality and charm____ **Charismatic**
6. Transforming inputs into outputs and receiving feedback is _____ **System management theory**
7. In _____ style the leader does not take the advice of his employees _____ **Autocratic**
8. Which type of leaders Make unilateral decisions _____ **Autocratic Leader**
9. When leaders should devote all their energy to pursue the one thing it does best _____ **Hedgehog Concept**
10. Selling the vision involves _____ **appealing to followers' values**
11. The leader's ability to lead is contingent upon various situational factors, including the leader's....., the capabilities of followers _____ **preferred style**
12. Kurt Lewin and his co researchers conducted the first major study of leadership styles in _____ **1939**
13. Dealing with complexity is the core ofmanagement theory _____ **modern**
14. Early forms of -----concepts have been applied throughout history in order to progress as a society. _____ **management**
15. To motivate employees, Transformational leadership appeals to the employees' _____ **self-interest**
16. A leader who is bossy and uses fear and threats to get the job done is using-----style _____ **autocratic**
17. ----- knows a little about many things. _____ **fox**
18. -----theories are concerned with the personal characteristics of the leaders. _____ **trait**
19. The quantitative school of management combines----- theory and behavioural science through the use of statistical models and simulations. _____ **classical management**
20. Transactional leader works through creating well-defined structures and makes it clear as to what is required of their-----, _____ **subordinates**
21. In which type of management, the managers use math and statistics for problem solving? _____ **Scientific management**
22. Productivity -----when workers believe that they are being observed closely. _____ **increases**
23. Analyzing metrics during business activities to ensure completion of tasks and identify areas for improvement is-----, _____ **control**
24. The plans that includes day to day activities of the organization are called ----- plans. _____ **Strategic**
25. A leadership style is a leader's style of providing-----, implementing plans, and motivating people. _____ **direction**
26. The Hawthorne Effect states that----- care about self-fulfillment, autonomy, empowerment, social status and personal relationships with co-workers. _____ **workers**
27. Which type of leadership style can be quite autocratic? _____ **People oriented**
28. Decisions that were already identified but were set aside until the suitable conditions are available are called -----, _____ **Contingent Decisions**

29. Social systems work best with a clear chain of command in-----leadership style. **transactional**
30. _____ organizations lurch back and forth with radical change programmes. **Mediocre**
31. As a -----, decision-making requires knowledge of method, and rule or principle concerning the issue or problem **Science**
32. An organization combines functional and divisional chains of command in a grid so that there are two command structures—vertical and horizontal – used for projects: This is ----- organizational structure. **Matrix**
33. Laissez-faire stands for -----in the affairs of others. **non interference**
34. The syllabus must be ----- to allow re-teaching when the students are having trouble with certain key concepts. **Flexible**
35. ----- leaders seek help when they need it. **Level 5**
36. ----- satisfaction and working conditions are important in achieving worker productivity. **employee**
37. Level 5 leaders are keen on developing a successor with _____ to ensure that company progresses even after they are gone. **similar characteristics as theirs**
38. The most powerful tool in a leader’s toolbox is **vision**
39. When individuals do not have the knowledge or skills to do the job, the leaders have to be----- oriented. **production**
40. ----- is the best predictor for leadership. **emotional intelligence**
41. Laissez-faire style is not ideal in situations where group members lack the----- or experience they need to complete tasks and make decisions. **knowledge**
42. How many leadership styles are suggested by Iowa? **3**
43. Situational theory tends to focus more on the -----that the leader should adapt, given situational factors (often about follower behaviour). **behaviours**
44. According to -----theory every person is likely to be a good leader with proper training **behavioural**
45. Which type of leader can create demotivation and alienation of staff? **Autocratic**
46. Which theory from the following gives emphasis on the economic rationality of people and organization? **Classical school of management**
47. There are ----- sides of level five leadership. **two**
48. Hay Mcber advises that leadership -----are the ways in which the leader: listens, sets goals and standards, develops action plans, directs others and gives feedback. **styles**
49. Fayol named ----- functions / roles of management , in the Administrative School of Management. **6**
50. Modern school of management is about----- **environment**
51. Human relation theory of management was presented by ----- **Elton Mayo**
52. To prompt Idealized influence, Transformational leader has to **act as strong role model**
53. _____ claims that leaders can and should be both transactional and transformational and that a combination of these two is the most successful kind. **Bass**
54. ----- decisions are permanent choices. **Irreversible**
- 55.
- 56.
- 57.
58. Transactional leaders ensure followers’ loyalty through _____
59. Jim Collins’ Hedgehog Concept shows you how to achieve lasting success by focusing on _____
60. It is understanding what is needed , in terms of human and other resources, to achieve success and developing the plan to achieve it is known as **Situation**
61. he seminal “bureaucracy” theory, a formalized and idealized view of organizations was put forward **Max weber**

62. Which option from the following is the set of research based characteristics of a school's climate associated with improved and better student learning ? _____ **Correlates**
63. A school is effective not because of the specific nature of what is taught but through an atmosphere which is _____ **both a and b**
64. A leader cannot lead in a way that is not _____ Followers will see right through and will not find what they need in him as a leader _____ **Natural**
65. Teachers at effective schools genuinely believe that every kid has the raw materials to be a successful _____ **Student**
66. the stones of these monuments were found cut and moved efficiently due to effective ____ **plan**
67. the principle of Employment based on technical qualifications was introduced by _____ **Max weber**
68. Management Grid model was introduced in _____ **1964**
69. ----- is an exercise in logic applied to situations in modern management theory. _____ **Management**
70. The ----- management theory is also known as the human relations movement. _____ **Behavioral**
71. Leadership directs the organization in a way that makes it more----- and coherent. _____ **cohesive**
72. The students and staff are deeply concerned about the -----and precisely focused on how to get to that. _____ **future**
73. Leadership is ----- by which a person influences others to accomplish an objective. _____ **process**
74. According to Maslow, human ----- can be arranged in a hierarchy of importance, from the lowest to highest. _____ **Needs**
75. To be a leader, a person must have a deep-rooted -----to the goal that he will strive to achieve it even if nobody follows him. _____ **commitment**
76. The seminal "bureaucracy" theory, a formalized and idealized view of organizations is based on -----major principles. _____ **6**
77. The effective school allocates and protects a significant amount of -----for instruction of the essential curricular areas. _____ **Time**
78. "Principles of Scientific Management" was put forward by----- _____ **Fredrick Taylor**
79. There are ----- levels of management _____ **Three**
80. In an effective school ,the students & the staff are full of -----for each other _____ **respect**
81. In effective school, who acts as an instructional leader? _____ **Principal**
82. Knowledge, concepts and skills are expected to learn by all children are considered as: _____ **essential**
83. A measure of how efficiently and effectively managers use available resources is organizational-----_. _____ **efficiency**
84. Egyptian pyramids would not have been built without the -----of all of the required tasks _____ **management**
85. The core ideas of ----- school of management include application of science to practice of management. _____ **classical**
86. The basic components of an effective school include _____ **all of the above**
87. Collegial and collaborative staff, clean and committed environment are the basic components of ----- school. _____ **Effective**
88. When MA Weber gave The theory of social and economic organization _____ **1905**
89. In the effective school, staff have the ability to help all students attain that _____ **mastery**
The broader concept of leadership recognizes that leadership is always passed on from thein any organization. _____ **followership**
90. Those you are leading bring their own unique gifts to the situation, and are called _____ **followers**
91.must feel secure in their school community _____ **Students**

92. Students must feel_____ in their school community so that their energies can be applied to learning._____ **Secure**
93. know that _____ is about today, and leadership about tomorrow _____ **Management**
94. _____ skills are defined as providing vision and strategy, as well as leading transformational change _____ **Leadership**
95. Teachers at effective schools are aware of limited instruction time and create awith that in mind. _____ **syllabus**
96. Ais full of new ideas and believes in experimenting and creating new things _____ **leader**
97. The researcher Ron Edmonds, Wilbur Brookover refuted the notion thathad no impact on learning _____ **schools**
98. The leader has to be practical and _____, yet must Talk the language of the visionary _____ **Realist**
99. people, their skills, know-how and experience, machinery, raw materials, computers and IT, parents, financial capital are known as _____ **Resources**
100. True leaders must become strategic” rather than _____ “ **operational**
101. The ability to analyse and diagnose a situation and distinguish between cause and effect. _____ **Conceptual Skills**
102. Manager chooses the right goals to pursue, but does a poor job of using resources to achieve these goals _____ **Low efficiency/high efficiency**
103. Which type of school successfully achieves the targets set by the stakeholders by showing high grades and good results in exams? _____ **Good school**
104. deciding upon business goals and the methods to achieve them. _____ **Planning**
105. He has to be the one who can appropriately set the tempo _____ **leader**
106. Articulation and _____ of specific principles of management are the core ideas of the classical school of management _____ **Application**
107. Change Leaders. These are the individuals who thrive onand actively seek to make future _____ **chaos**
108. loyal customers and employees from an integral part of _____ **Resources**
109. Leaders make followers and the managers look for ----- _____ **subordinates**
110. According to Kotter for the success of organizations both are necessary: _____ **Leadership and management**
111. According to Fayol, there are ----- principles of management. _____ **14**
112. Correlates are concepts with which we can analyze that complex social organization of a school in order to cause the school as a whole to----- _____ **improve**
113. These roles evolved into ----- principles of management. _____ **14**
114. A structure unit of people who work together and coordinate their actions to achieve a collective goal is called -----, _____ **Organization**
115. Welcoming school communities insist on relationships that sponsor mutual -----among students. _____ **respect**
116. Extensive work has been done in the _____ **last century**
117. The best way for jobs to be done is management _____ **Authoritative**
118. Those organizations will survive and flourish which have _____ **Change leaders**
119. Levels of management are the convenient platforms created tothe activities of the enterprise. _____ **manage**
120. A measure of the appropriateness of the goals an organization is pursuing and the degree to which they are achieved”.is called _____ **Effectiveness**
121. A requirement for leadership is personal _____ **vision**
122. In the effective school, student academic progress is measured frequently using a variety ofprocedures _____ **assessment**
123. He works in an autocratic, consultative or democratic way _____ **manager**
124. During 1980’s and into early 1990’s , a major restructuring of work took place due toadvancement, competition and outsourcing. _____ **technological**

125. Staff accept responsibility for students learning of the school's essential _____ **goals**
126. A measure of how well or how productively resources are used to achieve a goal". _____ **Efficiency**
127. It is expected that all children will learn at least the essentially needed__ **ALL of the above**
128. The leader is an _____ and the manager is an administrator _____ **Creator**
129. leadership is different from management it was stated by _____ **Kotter**
130.designed a project scheduling model for increasing the efficiency of project execution and completion. _____ **Frederick Taylor**
131. The _____ creates a "community of shared values". _____ **Leader**
132. Leaders carry out this process by applying their leadership knowledge and skills This is called _____ leadership _____ **Process**
133. The function that coordinates the efforts of people to accomplish goals and objectives using available resources efficiently and effectively is called _____ **Management**
134. Which from the following option is used to improve both individual student performance and instruction is an effective school _____ **Results**
135. bureaucratic School of Management was developed by _____ **Max weber**
136. ais the one who will ask for the reasons as his job is to keep his vision on the company's goal and objectives _____ **manger**
137. best way to organized all jobs in a business is a rule of management _____
138. Legitimate authority is the characteristic of ----- school of management. _____
- 139.

Q.1: A leader cannot lead in a way that is not_____ Followers will see right through and will not find what they need in him as a leader.

- a) Durable c) Fortright
b) **Natural** d) Transparent

Q.2: The Neo-classical thought stressed upon _____ of jobs, processes and technologies to maximize economic yield.

- a) Administration c) Stabilization
- b) Management **d) Standardization**

Q.3: Which type of school successfully achieves the targets set by the stakeholders by showing high grades and good results in exams?

- a) Good school c) Private school
b) Effective school d) Public school

Q.4: Which option from the following is the set of research based characteristics of a school's climate associated with improved and better student learning?

- a) Correlates c) Efficiency
b) Effectiveness d) Success

a) Q.6: The new leadership approach includes charismatic and _____ leadership.

- a) International c) Professional
b) Transformational d) Organization

Q.7: Leadership is strictly a _____ centered work. The role of a leader is to get others to achieve an objective willingly.

- a) People** c) Group b) Self

Q.10: Students must feel_____ in their school community so that their energies can be applied to learning.

- a) Secure
b) Energized
c) Pressurized
d) Compelled

Q.12: know that _____ is about today, and leadership about tomorrow

- a) Organization

b) Process
- c) Progress

d) Management

Q.14: if anything goes wrong, then it will be the _____ who will ask the question in what and why as s/he has to answer the higher-ups

- a) Manager

b) Leader
- c) Organizer

d) Supervisor

Q.15: _____ theories imply that leaders can be trained

- a) Behavioral

b) Scientific
- c) System

d) Information

Q.16: In _____ approach, leadership effectiveness is to do with how the leader behaves,

- a) Contingency

b) Style
- c) New leadership

d) Trait

Q.17: _____ skills are frequently considered to be planning, controlling and monitoring

- a) Management

b) Managerial
- c) Leadership

d) Supervision

Q.18: _____ major theories have emerged from a range of views on leadership

- a) 2

b) 3
- c) 4

d) 5

Q.19: leaders who are people oriented will increase employee satisfaction and performance when _____

ANS: subordinates experience excessive pressure

Q.20: The ability to understand, alter, lead, and control the behavior of other individuals and groups

- a) Conceptual skills

b) Human skills
- c) Technical skills

d) Job-specified skills

Q.21: The principal can make a mission effective by being _____ and energetic in sharing her vision with faculty.

- a) Flexible

b) Accommodative
- c) Persistent

d) Correct

Q.22: Articulation and _____ of specific principles of management are the core ideas of the classical school of management.

- a) Circulation

b) Publication
- c) Application

d) Admiration

Q.23: The leader has to be practical and _____, yet must Talk the language of the visionary.

- a) Realist

b) Idealist
- c) Optimist

d) Romantic

Q.24: Leaders give solutions while the _____ create action plans.

- a) Managers

b) Teachers
- c) Administrators

d) Supervisors

Q.26: leadership is a process by which a person influences others to accomplish

- a) Role

b) Procedure
- c) Activity

d) Objectives

Q.27: understanding what is needed, in terms of human and others resources, to achieve success and developing the plan to achieves

a) Position

b) Strategy

c) Situation

d) Planning

Q.28: the basic components of an effective school include

a) Peaceful and quite corridors

c) Clean & committed environment

b) Collegial & collaborative staff

d) All of the above

Q.30: Modern, Classical, Neo-classical are schools of _____

a) Drama

b) Language

c) Management

d) Literature

Q.31: Neo-classical school of management relates to _____

a) Process c) Integrative

b) People

d) Environment

Q.32: The effective school practices that the principal is the _____

a) Leader of followers

c) Follower of leaders

b) Leader of leaders

d) Follower of followers

Q.33: _____ skills are defined as providing vision and strategy, as well as leading transformational change

a) Management

c) Leadership

b) Managerial

d) Supervision

Q.34: the person responsible for supervising the use of an organization's resources in fulfillment of the organized.

a) Management

c) Manager

b) Leader d) Organizer

Q.36: Teachers at effective schools genuinely believe that every kid has the raw materials to be a successful

a) Teacher

c) Businessman

b) Student

d) Parent

Q.37: job-specific skills required to perform a particular type of work or occupation at a high level

a) Conceptual skills c) Technical skills b) Human skills

Q.38: The managers at different levels are given specific _____ which are properly coordinated

a) Resources

c) Functions

b) Locations

d) Instructions

Q.39: results are used to improve both individual student performance and _____

a) Grades

c) Instruction

b) School

d) System

Q.40: The core ideas of _____ school of management include application of science to practice of management

a) Classical

c) Modern

b) Neo-classical

d) Neo-modern

Q.41: Those organizations will survive and flourish which have _____

a) More money

c) Large buildings

b) Change leaders

d) Large student body

Q.42:

Q.43: According to Fayol _____ need specific roles in order to manage work and workers.

a) Administrators

c) Government

b) Leaders

d) Managers

Q.44: Every _____ must understand that when an organizational goal is achieved it leads to fulfillment of their personal needs

- a) Managers c) Employer
b) Leader **d) Worker**

Q.45: Those you are leading bring their own unique gifts to the situation, and are called_____

- [illegible]

Q.46: The _____ creates a “community of shared values”.

- a) Leader** c) Society
b) Community d) Government

Q.47: The system school of management was put forward by_____

- a) William Du Bois
b) Auguste Comte
c) **Ludwig von Bertalanffy**
d) James Carismath

Q.48: according to Burke and _____ (2004) management is now based around knowledge workers

- a) Kotter c) Bloom
b) Buckingham **d) Cooper**

Q.49: Bryman (1992) splits leadership research into _____ decades.

- a) 2 **c) 4**
b) 3 d) 5

Q.50: in which theory we transform inputs into outputs and receive feedback?

- a) Scientific management c) Behavior management
b) Operations management **d) System management**

Q.51: In the level of management, the supervisors belong to the

- a) Top level
b) Middle level
c) Lower level
d) No level

Q.53: choosing to “lead from_____” is the only way to create the optional chance for leadership success.

- a) Strength c) Chance
b) Success d) Front

Q.54: A mnemonic for leadership is person, people and_____

- a) Purpose
b) Property
c) Parents
d) Planning

Q.55: Leaders carry out this process by applying their leadership knowledge and skills

This is called _____ leadership

- a) Trait
c) Quality
- b) Process**
d) Reliable

Q.56: Rather than focus on production, situations, or technology, the neoclassical theory was concerned with the_____

- a) Employer c) Follower
b) Manager **d) Employee**

Q.57: An effective mission emphasizes _____ and improvement in providing learning for all

- a) Innovation c) Elaboration
b) Expansion d) Motivation

Q.58:

Q.59: In _____ style the leader allows free region to the employees and let them make decisions

a) Autocratic

b) Laissez-fair

c) Paternalistic

d) Democratic

Q.60: Great leaders were often from the-----, as few _____ had the opportunity to lead.

a) Lower class, aristocracy **c) Aristocracy, lower class**

b) Commoners, masses d) Masses, aristocracy

Q.63: Classical school of management is concerned with_____

a) Process c) Integrative

b) People d) Environment

Q.64: ____ is an exercise in logic applied to situations in modern management theory **ANS: Management**

Q.65: Leadership directs the organization in a way that makes it more_____ coherent.

ANS: cohesive

Q.66: The students and staff are deeply concerned about the ____ and precisely focused on how to get to that.

ANS: future

Q.67: According to Maslow, human ____ can be arranged in a hierarchy of importance, from the lowest to highest.

ANS: needs

Q.68: To be a leader, a person must have a deep-rooted ____ to the goal that he will strives to achieve it even if nobody follows him!

ANS: commitment

Q.70: “Principles of scientific management” was put forward by_____

ANS: Fredrick Taylor

Q.71: In ____ we determine alternatives & evaluate for best option

OUTPUT

a) Processing phase

b) Creativity

c) Problem solving

d) Critical thinking

Q.72: The individual’s thinking patterns based on his/her observations and conclusions that may sometimes lead to false assumption, wrong judgment, and faulty reasoning are called_____

a) Cognitive biases c) Contingent decision

b) Fast experiences d) None of the above

Q.73: group decisions are also known as_____

a) Consensus c) Authority

b) Planning d) All of the above

Q.74: Good-to-great leaders confront the most ____ of their current reality. with absolute faith that day will succeed in the end

a) Prominent truths c) Practical aspects

b) **Brutal facts** d) Immediate features

Q.75: transcendent leadership identifies_____

a) Need to act openly c) Workforce dynamics

b) **Potential future leader** d) Elements of motivations

Q.76: _____ can be achieved through transformational leadership.

a) Organization’s expansion **c) Multiple objectives**

b) Educational reforms d) Effective budgeting

Q.77: process of generating new ideas, views and systems to solve problem and arrive at decision efficiently is called_____

- a) Processing phase
- c) Creativity
- b) **Problem solving**
- d) Critical thinking

Q.78: Transformational leaders realize that nothing significant happens unless they _____ their people.

- a) Accommodate
- c) **Encourage**
- b) Influence
- d) Force

Q.79: The concept of transformational leadership was introduced by _____ in 1978.

- a) Bass
- c) **Burns**
- b) Bennis
- d) Byzel

BEST OF LUCK