



1- He has evolved a new theory after many years of research. evolve means

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| 1. develop naturally and gradually | 2. forget |
| 3. complain in a bad- temper way | 4. reject |

2- He set up a committee to deal with the matter. set up means

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| 1. avoid | 2. refuse | 3. prepare | 4. belong |
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3- It is absolutely vital that the matter is kept secret. vital means

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| 1. financial | 2. natural | 3. essential | 4. usual |
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4- The circumstances forced me to accept a very low price when I sold my house. circumstance means

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| 1. deliberation | 2. condition | 3. imagination | 4. recreation |
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5- He is ambitious to succeed in management. ambitious means

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| 1. public | 2. great | 3. weak | 4. eager |
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6- The manager's daily routine work is the matter but we have not promised them anything. routine means

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| 1. external | 2. ordinary | 3. internal | 4. mental |
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7- A report was produced by the government in cooperation with the chemical industry. cooperation means

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| 1. working together for a purpose | 2. a careful judgment |
| 3. give advice | 4. a series of events |

8- The line that seperates administration from other types of human interaction often becomes blurred. blur means

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| 1. give work to someone |
| 2. work or act together inorder to bring about a result |
| 3. create something by making |
| 4. cause something to become unclear or indistinct |

9- Different goals require different structures. require means

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| 1. perform | 2. need | 3. adapt | 4. lead |
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10- The company's weakness is its inability to sustain the previous agreement. sustain means

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| 1. force | 2. maintain | 3. produce | 4. reflect |
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11-Economic conditions may be responsible for the of social unrest.

1. creation 2. creative 3. create 4. creatively

12-A creative administrator may even..... a new solution on the spot.

1. lurk 2. grumble 3. occur 4. devise

13-The new manager showed great for leading.

1. aptitude 2. aspect 3. domain 4. issue

14-They decided to their work in spite of the bad weather.

1. take into 2. carry on 3. find out 4. look at

15-They have the owner's to use the house.

1. authority 2. authoritative 3. authorize 4. authoritatively

16-Becoming skillful in any area of administration is not easy task task means.....

1. threat 2. precision 3. duty 4. production

17-Managers make decisions under a condition of when they have little or no information about the problem.

1. quality 2. ambiguity 3. feasibility 4. activity

18-A group of workers who carry on a job or do the work of an organization are called

1. staff 2. shift 3. state 4. trait

19-The first and foremost of administration is people.

1. commitment 2. project 3. ingredient 4. effort

20-Unless you more on your work, you will be dismissed.

1. define 2. concentrate 3. cause 4. assume

21-It implies that managers think through their goals and actions in advance. it refers to

1. planning 2. organizing 3. leading 4. controlling

22-It is a list showing amounts of money paid or received. it refers to

1. approach 2. statement 3. essence 4. environment

23-we need someone to handle the market in end of the business. handle means.....

1. manage 2. reward 3. conflict 4. demand



زمان آزمون (دقیقه): تستی: ۶۰ تشریحی: ۰

تعداد سوالات: تستی: ۳۰ تشریحی: ۰

عنوان درس: زبان تخصصی ۱

رشته تحصیلی/کد درس: مدیریت دولتی ۱۲۱۲۰۲۲ - ، مدیریت صنعتی ۱۲۱۲۰۳۳ - ، مدیریت بازرگانی ۱۲۱۲۱۶۶

24- It is a situation in which the manager understands the problem but does not have complete information on the possible alternatives. it refers to

1. responsibility 2. satisfaction 3. uncertainty 4. condition

25- It is the force that initiates, directs, and sustains personal behavior and action. it refers to

1. department 2. promotion 3. management 4. motivation

26- The executive administrators has a high efficiency in organizing activity. efficiency means

1. اعتبار 2. تعادل 3. کارایی 4. مهارت

27- The expansion of the factory will mean the employment of sixty extra workers. employment means

1. ابهام 2. اخراج 3. ارزیابی 4. استخدام

28- His intrinsic rewards make him do a new project. intrinsic reward means

1. برخورد مستقیم 2. پاداش درونی 3. درخواست عمومی 4. تبلیغ داخلی

29- Some of the farmers conveyed their goods to market in an old car. convey means

1. ترغیب کردن 2. انتقال دادن 3. جستجو کردن 4. سازمان دادن

30- There have been several complaints by staff about working conditions. staff means

1. کارکنان 2. مدافعان 3. شهروندان 4. معترضان