

# **Business Management Interview Questions And Answers Guide.**



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# Business Management Job Interview Preparation Guide.

### Question # 1

In the past three to four decades, many management theorists, and writers have made remarkable contribution in the study of management. By studying the various approaches to management analysis, we can understand the concept of management and have a better understanding of managerial functions. Which approach to management emphasizes managing people by understanding their individual psychological needs?

- a) Empirical Approach
- b) Decision Theory Approach
- c) Management Science Approach
- d) Interpersonal Behavior Approach
- e) Contingency Approach.

**Answer:-**

- d) Interpersonal Behavior Approach

Explanation:

Interpersonal Behavior Approach to management emphasizes managing people by understanding their individual psychological needs. Hence, from above discussion, we can infer that option (d) is correct.

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### Question # 2

The communication process is made up of various components. Which of the following is the actual physical product from the source?

- a) Feedback
- b) Filter
- c) Message
- d) Channel
- e) Understanding.

**Answer:-**

- c) Message

Explanation:

The communication process is made up of various components. The message is the actual physical product from the source encoding. Hence, from above discussion, we can infer that option (c) is correct.

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### Question # 3

Which of the following would not be an accurate depiction of the differences between strategic and tactical planning?

- a) Strategic planning is developed mainly by upper-level management and tactical planning is generally developed by lower-level management
- b) Facts for strategic planning are generally easier to gather than facts for tactical planning
- c) Strategic plans generally contain less details than tactical plans
- d) Strategic plans generally cover a longer period of time than tactical plans
- e) Managers who are engaged in the development of strategic plans tend to work in more uncertainty than those managers engaged in the development of tactical plans.

**Answer:-**

- b) Facts for strategic planning are generally easier to gather than facts for tactical planning

Explanation:

Strategic plan is used to establish overall objectives for the organization and position the organization in terms of its environment. Facts for strategic planning are generally more difficult to gather than facts for tactical planning. Hence, from above discussion, we can infer that option (b) is correct.

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### Question # 4

Which of the following statements concerning grapevine is not correct?

- a) Grapevine is generally used irregularly in organizations
- b) Grapevine can and often does generate harmful rumors
- c) Grapevine is used largely to serve the self-interests of people within it
- d) Some managers use grapevine to their advantage
- e) In time, and with proper pressure, grapevine can be eliminated.



**Answer:-**

e) In time, and with proper pressure, grapevine can be eliminated.

Explanation:

Grapevine is an integral part of organizational communication and hence cannot be eliminated.

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**Question # 5**

The conflict-resolution approach that corresponds with a high level of assertiveness and a low level of cooperativeness, is referred to as:

- a) Compromising
- b) Collaborating
- c) Forcing
- d) Avoiding
- e) Accommodating.

**Answer:-**

c) Forcing

Explanation:

The conflict-resolution approach that corresponds with a high level of assertiveness and a low level of cooperativeness, is referred to as Forcing. Hence, from above discussion, we can infer that option (c) is correct.

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**Question # 6**

ABC works for "Energy Engineering Works." Apart from the regular compensation, the company provides him with things such as tuition reimbursement, recreational opportunities etc. What is the name given to these things of value?

- a) Incentives
- b) Benefits
- c) Rewards
- d) Compensation
- e) Social benefits.

**Answer:-**

b) Benefits

Explanation:

The term associated with things such as tuition reimbursement, recreational opportunities etc is benefits which is provided apart from the regular compensation. i.e. Benefits are forms of supplementary compensation. They represent monetary and non-monetary payments over and above the wages paid. (a) Incentives represent special compensation opportunities that are usually tied to performance. (c) Rewards are given in recognition of specific achievements whereas social benefits in the form of say club memberships are given to enhance the employee status. (d) Compensation is the financial remuneration given by the organization to its employers for their work.

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**Question # 7**

The fact that 70-80 percent of a manager's time is taken up by his interactions with others, highlights the need for effective communication for successful management. Which of the following strategies is not likely to improve communication effectiveness?

- a) Avoiding non-verbal cues
- b) Using simple, unambiguous language
- c) Using active listening techniques
- d) Using appropriate and consistent nonverbal cues
- e) Using the feedback loop in the communication process.

**Answer:-**

a) Avoiding non-verbal cues

Explanation:

Avoiding non-verbal cues is not likely to improve communication effectiveness. Rather, non-verbal cues are very important for effective communication as they often help in understanding the hidden feelings in people.

Hence, from above discussion, we can infer that option (a) is correct.

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**Question # 8**

Identify the sequence of different steps in controlling:

- I. Measurement of performance.
- II. Comparison of actual and standard.
- III. Analysis of causes of deviation.
- IV. Actual performance.
- V. Corrective action plan.

- a) (III), (IV), (V), (I), (II)
- b) (II), (III), (IV), (V), (I)
- c) (I), (II), (IV), (III), (V)
- d) (IV), (I), (II), (III), (V)
- e) (V), (IV), (III), (II), (I).

**Answer:-**

d) (IV), (I), (II), (III), (V)

Explanation:

The steps in controlling are actual performance, measurement of performance, comparison of actual and standard. Analysis of causes of deviation and corrective action plan. (d) is correct answer.

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### Question # 9

The behavioral approach of management thoughts can be classified into:

- I. Bureaucratic management.
- II. Group influences.
- III. Hawthorne studies.
- IV. Contingency theory.
- a) Both (I) and (II) above
- b) Both (I) and (III) above
- c) Both (II) and (III) above
- d) (I), (II) and (III) above
- e) (II), (III) and (IV) above.

**Answer:-**

- c) Both (II) and (III) above

Explanation:

The behavioral approach of management thoughts can be classified into

- Â· Group influences
- Â· Hawthorne studies.

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### Question # 10

Two factor theory of motivation provides useful insights into the relationship between individual and situational or hygiene factors. Which of the following is a hygiene factor?

- a) Achievement
- b) Interpersonal relations
- c) Recognition
- d) Challenging work
- e) Increased responsibility.

**Answer:-**

- b) Interpersonal relations

Explanation:

Interpersonal relationships can be considered as a hygiene factor under Two factor theory.

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### Question # 11

JIT (Just-In-Time) inventory control is an approach to inventory control, which stipulates that materials should arrive just, as they are needed, in the production process. Which of the following would generally not be associated with a successful JIT program, for the purpose of inventory control?

- a) Well-organized receiving and handling of materials purchased from suppliers
- b) Strong management commitment
- c) Suppliers located in diverse and distant locations
- d) High quality of materials purchased from suppliers
- e) Dependable and long-lasting relationships with suppliers and customers.

**Answer:-**

- c) Suppliers located in diverse and distant locations

Explanation:

A successful JIT program requires that suppliers be located in close proximity of the company, so that materials can arrive as and when needed.

Hence from above discussion, we can infer that option (c) would generally not be associated with a successful JIT program. Options (a), (b), (d) and (e) would all be associated with a successful JIT program.

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### Question # 12

Immoral management not only ignores ethical concerns, but also actively opposes ethical behavior. Organizations with immoral management is/are characterized by

- I. Total concern for company profits only.
- II. Laws are regarded as hurdles to be removed.
- III. Less inclination to minimize expenditure.
- a) Only (I) above
- b) Only (II) above
- c) Both (I) and (II) above
- d) Both (I) and (III) above
- e) All (I), (II) and (III) above.

**Answer:-**

- c) Both (I) and (II) above

Explanation:

Immoral management not only ignores ethical concerns, but also actively opposes ethical behavior. Organizations with immoral management are characterized by:

- \* Total concern for company profits only.
- \* Laws are regarded as hurdles to be removed.
- \* Strong inclination to minimize expenditures.

Hence, option (c) is the correct answer.

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### Question # 13

By studying the various approaches to management analysis, we can understand the concept of management and have a better understanding of managerial functions. Which approach to management emphasizes managing people by understanding their individual psychological needs?

- a) Empirical approach



- b) Decision theory approach
- c) Management science approach
- d) Interpersonal behavior approach
- e) Contingency approach

**Answer:-**

- d) Interpersonal behavior approach

Explanation:

Interpersonal Behavior Approach to management emphasizes managing people by understanding their individual psychological needs. Hence, from above discussion, we can infer that option (d) is correct.

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### Question # 14

Using the BCG matrix requires considering which of the following factors?

- a) Types of risk associated with product development
- b) Threats that economic conditions can create in future
- c) Social factors
- d) Market shares and growth of markets in which products are selling
- e) Political pressures.

**Answer:-**

- d) Market shares and growth of markets in which products are selling

Explanation:

Using the BCG matrix requires considering market shares and growth of markets in which products are selling.

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### Question # 15

Tell me which of the following would not be an accurate depiction of the differences between strategic and tactical planning?

- a) Strategic planning is developed mainly by upper-level management and tactical planning is generally developed by lower-level management
- b) Facts for strategic planning are generally easier to gather than facts for tactical planning
- c) Strategic plans generally contain less details than tactical plans
- d) Strategic plans generally cover a longer period of time than tactical plans
- e) Managers who are engaged in the development of strategic plans tend to work in more uncertainty than those managers engaged in the development of tactical plans.

**Answer:-**

- b) Facts for strategic planning are generally easier to gather than facts for tactical planning

Explanation:

Strategic plan is used to establish overall objectives for the organization and position the organization in terms of its environment. Facts for strategic planning are generally more difficult to gather than facts for tactical planning. Hence, from above discussion, we can infer that option (b) is correct.

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### Question # 16

Procter & Gamble (P&G) makes fourteen different laundry soap products and completely dominates the laundry detergent market. Through constant changes in packaging, it is trying to influence the perception of customers that its products are unique. Which of the following generic strategies is P&G using?

- a) Cost leadership
- b) Differentiation
- c) Focus
- d) Globalization
- e) Niche strategy.

**Answer:-**

- b) Differentiation

Explanation:

In the given example P&G uses the differentiation strategy.

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### Question # 17

Why should you be selected in company?

**Answer:-**

Because i have the capability to participate in work which lead the company to achieve its goal

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### Question # 18

What do you do after losing current job without information?

**Answer:-**

firstly , you should get angry & settle all ur salary and incentives then try new job without frusteting.

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### Question # 19

Can husband & wife run a partnership firm?

**Answer:-**

yes they both b a good partnership firm

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**Question # 20**

What is your first task as a marketing officer?

**Answer:-**

According to me i will first identify the need of my customer second when they are in need of my services and how effectively i can satisfy their need under the organizational structure.

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**Question # 21**

What are the 4 peace in marketing?

**Answer:-**

Place,  
Product,  
Price and  
Promotion

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**Question # 22**

What is the differentiate between tailormade homemade and readymade?

**Answer:-**

tailormade means making the things by giving orders  
home made is making thing ourselves  
readymade is buying the things that already made

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**Question # 23**

Why do you choose marketing?

**Answer:-**

Marketing is a wide concept and is involved in every department of an organization. It involves a close organised study of market aligned with all functional departments. It provides a fair opportunity to enter into the market from TARGET MARKET till AFTER SALE SERVICE for the existing firm or from PRODUCT DESIGN till AFTER SALE SERVICE for NEW FIRMS.

Marketing has many dimensions and verticals, which make it the most important and critical factor for an organization for the existence in the competitive world.

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**Question # 24**

Why the value of rupee decreasing or i can say fluctuate compare to dollar please explain it?

**Answer:-**

bcoz our country doesnt had dollers,DOLLERS HAD BIG DEMAND so price value comes down & now a days foriegn institutional investors(FII) not going to invest in our country by dollers tis s also a reason of tat,spain,greece country currency was very much depreciated so those people in tat country planned to invest a money in dollers.

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**Question # 25**

What are your hobbies?

**Answer:-**

it is most frequently question ask by any interviewer bt the most important thing in this question is that we should show our real hobbies rather than artificial in which we actively participate and have a profound knowledge about that.....

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**Question # 26**

What is basic difference between FII & FDI?

**Answer:-**

In FII, d foreign investment is mk thru any intermediary means any institution is thr b/w investor or domestic co.,



bt in FDI, investment is directly md thru joint venture or in collaboration wid any domestic co.  
simply means in fdi, investment can be made directly.....

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### **Question # 27**

What is All About sales?

**Answer:-**

Sales is about generating prospects, evaluating them for business opportunities, getting the requirement from them and providing adequate solutions so that it gets converted into Revenues for the company.  
Sales is about developing and closing business deals and earn profits.

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### **Question # 28**

The first muslim invader in India was?

**Answer:-**

Muhammad-bin-Qasim

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### **Question # 29**

Which scenarios can be considered as a good practice of internal control?

1. the employee who creates a purchase requisition approves the purchase order after the approval of the head of the programme/department (budget manager)
2. the treasurer (cashier) is not the same person who approves the accounts payable invoice.
3. the treasurer (cashier) reconciles the bank account records in the erp system with the bank statements every day, creates and approves correcting entries in the general ledger when necessary.
4. the administrative assistant receives a computer from the vendor for the office and creates a payable invoice.

**Answer:-**

No 2 only

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### **Question # 30**

How you choose commerce as a stream?

**Answer:-**

Because my interest in the business line so i want to adopt the commerce stream

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### **Question # 31**

What are your strengths & weakness?

**Answer:-**

1:- STRENGTHS

1. My strengths are that I always try to learn from my mistakes.
2. I work patiently to get a good result.
3. I am friendly with everyone.
4. Easily adapt any critical situation
5. I am very punctual of time.

WEAKNESS

1. My weakness is I expect perfection in everything.
2. I don't feel comfortable until I finish my work.
3. Not fluent in English at my confidence level.

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### **Question # 32**

What is the difference between PROVISION & RESERVE?

**Answer:-**

PROVISION : Provision is a charge to P&L a/c.

RESERVE : Reserve is an appropriation of profit.

provision : it is because of legal necessity.

reserve : it is a matter of financial prudence.

provision : creation of provision decreases the funds of the business.

reserve : creation of reserve increases the working capital of the business.

provision : can be made irrespective of profit / loss

reserve : cannot be made when there is loss.

provision : are made against expected losses.



reserve :safe guard against unexpected losses and there by  
to strengthen the financial position of the company

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### **Question # 33**

Why did you chose this specialization(finance,HR)?

**Answer:-**

i am interested in finance actually i like to play with  
numbers and i want to take challenges in my life.

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### **Question # 34**

What is current inflation rate in India?

**Answer:-**

10.1%

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### **Question # 35**

I am a non bca candidate. so why pharmaceutical company are select me?

**Answer:-**

marketing does not require specialty in the stream. the  
person dealing with the product must have convincing power  
with respect to the product and fulfill the desire of the  
concern person

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### **Question # 36**

What is tha pop & pos materials?

**Answer:-**

point of purchase and point of sale

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