

تعداد سوالات: تستی: ۳۰ تشریحی: —

نام درس: زبان تخصصی (۳)

زمان آزمون: تستی: ۵۵ تشریحی: — دقیقه

رشته تحصیلی و کد درس: مدیریت دولتی (۱۲۱۸۲۶۱)

آزمون نمره منفی دارد ○ ندارد ⊗

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مجاز است.

استفاده از: —

کد سری سؤال: یک (۱)

امام علی^(ع): برتری مردم به یکدیگر، به دانش‌ها و خردهاست؛ نه به ثروت‌ها و تبارها.

Directions: Choose the best choice (a, b, c or d) and mark it on your answer sheet.

- The manager estimated that the project would take six months. "Estimate" should mean
 a. control b. assess c. reveal d. include
- A(n) is responsible for planning and overseeing the work of a group of workers.
 a. executive b. consultant c. negotiator d. foreman
- We should admire her prowess as a good supervisor. "prowess" should mean
 a. decision b. share c. ability d. position
- This is the section of the company that keeps the workers' record. "Section" should mean
 a. department b. record c. group d. mission
- She got one of her assistant to finish the work; and the assistant accomplished the work.
 "Accomplish" should mean
 a. stop b. delay c. do d. support
- It is more fruitful to consider leadership as a relationship between the leader and the
 a. situation b. world c. workers d. productions
- There is no ideal leadership style and most probably no ideal leader who can ably handle all affairs.
 "Handle" should mean
 a. reject b. control c. invite d. solve
- Some leaders cannot lead unless they occupy theposition.
 a. secretary b. warmth c. military d. pinnacle
- Different types of organizations may also demand different types of leaders.
 "Demand" should mean
 a. construct b. require c. produce d. involve
- A manager shouldthe workers to work harder.
 a. obligate b. motivate c. assign d. perform

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11. Our English teacher has a strong sense of duty. "Duty" should mean
 a. tax b. job c. joint d. task
12. She is verymanager and all the workers are satisfied with her.
 a. create b. creation c. creative d. creatively
13. What a decision maker needs is not all the data, but all the
 a. relevant information b. meaningful facts
 c. different authors d. similar process
14. The development of personal ties is crucial for the organization's effectiveness. "Ties" should mean
 a. relationships b. commitments c. outcomes d. behaviors
15. All of organizational life is built up on
 a. organizational structure b. effective authority
 c. the interpersonal foundation d. transmission of information
16. It is a list of topics which are to be dealt with during a formal meeting or matters of business to be discussed. "It" refers to
 a. electorate b. agenda c. dichotomy d. colleague
17. Nowadays all the countries of the world have faced manydifficulties.
 a. petty b. legal c. financial d. interpersonal
18. Politics can serve as a positive resource to enhance administrative decision-making and results. "Enhance" should mean
 a. decrease b. export c. increase d. import
19. A number that expresses the degree and criterion of relationship between two or more variables is called
 a. predictive validity b. vantage point
 c. quantitative method d. correlation coefficient
20. The workers executed the manager's orders. "Execute" should mean
 a. carry out b. transfer c. treat d. break out

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21. Researchers in public administration are challenged by their colleagues to demonstrate elegance of their work. "Demonstrate" should mean

- a. measure b. apply c. take d. show

22. There can be no adequate criteria by which the value of social science research can be judged. "Adequate" should mean

- a. similar b. subordinate c. systematic d. sufficient

بخش دوم: با توجه به جمله، مناسب‌ترین معادل فارسی کلمه‌ای را که با خطی در زیر آن، مشخص شده است انتخاب نمایید.

23. In organizations legitimate power is typified by hierarchy.

- الف. سلسله مراتب ب. در حد گسترده ج. جایگاه اجتماعی د. شرایط لازم

24. These exercises may be regarded as different approaches to develop a theory of administration.

- الف. تحلیل‌ها ب. دخالت‌ها ج. رویکردها د. نمونه‌ها

25. They hope that verification of the theory would bring about improvement in administration.

- الف. قیاس ب. تأیید ج. انتقال د. توصیه

26. This school is known as the experience school because its advocates concentrate on the study of experience.

- الف. مخالفان ب. متخصصان ج. پژوهشگران د. طرفداران

27. A supervisor might create a message with several purposes in mind.

- الف. اهداف ب. مکاتب ج. روحیات د. امور

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28. We can define communication as a process that involves the interpretation of messages.

د. ارتباط

ج. مانع

ب. فرایند

الف. نگرش

29. There are men who would be poor as ordinary section heads in a bureau.

د. شاخص

ج. بودجه

ب. دهه

الف. اداره

30. One could possess all the qualities on the list and still be unable to lead.

د. منافع

ج. دلایل

ب. شرایط

الف. وظایف