

تعداد سؤالات: ۳۰ تکمیلی - ۴ تشریحی

نام درس: زبان تخصصی ۱

رشته تحصیلی: گرایش: مدیریت دولتی و بازرگانی

کد درس: ۲۸۱۲۲۳-۱۳۱۱۹۴

زمان امتحان: تئوری و تکمیلی ۴۵ دقیقه تشریحی ۴۵ دقیقه

[استفاده از فرهنگ لغات مجاز نیست ☆ سوالات تئوری نمره منفی دارد]

تعداد کل صفحات: ۳

نیمسال دوم ۸۲-۸۳

Part1 : Vocabulary**Choose the best choice (a, b, c, or d) and mark it on your answer sheet.**

- Theof products was decided according to their kinds and prices.
a. creation b. employment c. classification d. efficiency
- Thethat caused his decision in producing new products was unknown.
a. factor b. end c. salary d. share
- In order to have free time he tried to change his workingfrom night to afternoon.
a. product b. shift c. trait d. action
- Administration is considered as a.....seeking to achieve objectives.
a. decision b. precision c. company d. craft
- The manager is going to.....a program for developing the company.
a. devise b. copy c. require d. classify
- He is too busy that is why he cannot accept any more.....
a. departments b. chemicals c. commitments d. branches
- A large Iranian.....is going to begin the construction of a unique bridge on the river.
a. function b. production c. action d. corporation
- In order to achieve his.....he has been planning them for a year.
a. carpets b. objectives c. places d. subjects
- To perform its commitments the firm needs some.....such as property, equipment, personnel and so on.
a. resources b. difficulties c. realities d. affairs
- Before going on holiday the manager decided to.....a committee to solve the matter.
a. divide into b. set up c. carry on d. relate to
- Because of little.....from his usual routine he was fired from the company.
a. meeting b. course c. progress d. deviation
- To produce more products the company will.....extra wages for the workers.
a. depend b. authorize c. allocate d. affect

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نیمسال دوم ۸۲-۸۳

13. They have decided to develop a great plan in.....with another company.
a. cooperation b. organization c. collection d. administration
14. Becoming skillful in any area of administration is not an easy task. Task means.....
a. condition b. job c. result d. success
15. His interests in business are very diverse. Diverse means.....
a. similar b. different c. vital d. abstract
16. The workers' favourite recreation is playing football at the weekends. Recreation means.....
a. development b. department c. entertainment d. rudiment
17. The employer is not able to.....the new employee's ability.
a. produce b. implement c. approach d. evaluate
18. He must have a good.....if he wants to work in this factory.
a. boss b. record c. problem d. citizen
19. To accomplish their duties well, people should.....with each other
a. interact b. develop c. imply d. move
20. The leader's.....of company is to sell its products to the local customers.
a. category b. intuition c. resource d. policy
21. The.....forced me to accept a very low price when I sold my house.
a. circumstances b. statements c. ingredients d. performances
22. His.....work is to go to classes and do his school assignments.
a. trivial b. elusive c. routine d. sanitary
23. By using the available information he should decide how to.....the problems.
a. receive b. encounter c. vary d. encourage
24. The goods produced in this factory are.....high.
a. delayed b. judged c. approached d. priced
25. The employer spoke so.....that all the workers in the meeting considered him a man of decision.
a. decide b. decision c. decisively d. decisive

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نیمسال دوم ۸۲-۸۳

تعداد کل صفحات: ۳

26. The government's economic.....was a success to control the price of goods.
 a. shift b. policy c. respect d. risk
27. Although it was a difficult.....he did it successfully.
 a. task b. utility c. essence d. record
28. The director manager should accept full.....if any accident happens to the workers.
 a. development b. alternative c. ability d. responsibility
29. He refrained all his money in a bank. Refrain means.....
 a. creat b. keep c. produce d. make
30. He tackled the job as quickly as possible. Tackle means.....
 a. result in b. put on c. keep out d. deal with

Part II : Translate the following passages into Farsi.

- For our purpose, "culture" is defined as "that complex whole which includes knowledge, belief, art, morals, law, custom, and any other capabilities and habits acquired by man as a member of society." An awareness of culture is crucial for understanding the development, implementation, and evaluation of public administration.
- Plans made by top management for the organization as a whole may cover periods as long as five or ten years. In a large organization such as multinational energy corporation, those plans may involve commitments of billions of dollars.
- Understanding human motivation is a complex matter. A person's motives may be clear to him but puzzling to others. On the other hand, a person under stress may well not understand his own motives, even though these may be perfectly clear to a trained observer.
- Organized collectives of citizens constitute a variety of public communities in every country. These publicly organized communities include national state and local governments. They include townships, state recreation areas and public utilities.