

# Test Bank

# Management, 14e (Robbins/Coulter) Chapter 2. Making Decisions

Chapter 2	Making .	Decisions
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- 1) A problem can best be described as \_\_\_\_\_.
- A) a change from the past
- B) something bad that has happened
- C) a difference between current conditions and some desired state
- D) a loss of something of value

Answer: C Diff: 3

AACSB: Reflective thinking

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Concept

- 2) Which of the following statements is true concerning problem identification?
- A) Problems are generally obvious.
- B) A symptom and a problem are one and the same.
- C) Generally, what is a problem for one manager is a problem for all other managers.
- D) Effectively identifying problems is not easy.

Answer: D Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Concept

- 3) Sales of the high-end units have declined. The owners want Arnold, the CEO, to increase revenues to previous levels. His first action should be \_\_\_\_\_\_.
- A) to identify previous sales levels
- B) to determine why sales are off
- C) to compare costs for three new models under development
- D) to immediately begin production on the lowest cost model

Answer: B Diff: 3

AACSB: Application of knowledge

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Application

4) Ridership on the city's public transportation buses has fallen for three weeks in a row. This
A) a problem
B) a symptom
C) neither a problem nor a symptom
D) a condition, but we need more information to determine whether it is a problem or a
symptom.
Answer: D
Diff: 3
AACSB: Application of knowledge
Learning Obj: LO 2.1: Describe the eight steps in the decision-making process
Classification: Application
5) After identifying a problem, the next step in the decision-making process is
A) identifying decision criteria
B) allocating weights to decision criteria
C) analyzing alternatives
D) developing alternatives
Answer: A
Diff: 1
AACSB: Reflective thinking
Learning Obj: LO 2.1: Describe the eight steps in the decision-making process
Classification: Concept
6) To determine the, a manager must determine what is relevant or important to
resolving a problem.
A) bounded rationality of a decision
B) escalation of commitment
C) cost of implementation
D) decision criteria
Answer: D
Diff: 2
AACSB: Reflective thinking
Learning Obj: LO 2.1: Describe the eight steps in the decision-making process
Classification: Concept

developed. Belinda can choose only one. She has decided to focus on target market size, production costs, and net profits. These are Belinda's  A) alternatives  B) criterion weights  C) decision criteria  D) problems  Answer: C  Diff: 2  AACSB: Application of knowledge  Learning Obj: LO 2.1: Describe the eight steps in the decision-making process  Classification: Application
8) Amanda, a single parent, is looking for a new job. Considering that she has two school-aged children, she is particularly keen on finding an employer who can provide her with alternative work arrangements such as flexible work hours and telecommuting. In terms of the decision-making process, these represent Amanda's  A) decision criteria B) problems C) alternatives D) heuristics Answer: A Diff: 2 AACSB: Application of knowledge Learning Obj: LO 2.1: Describe the eight steps in the decision-making process Classification: Application
9) Max is planning to go away to college next year and is currently trying to figure out to which colleges he should apply. He would like to major in English Literature at an accredited liberal arts college, but is also looking for a university that offers financial aid. In terms of the decision making process, these represent Max's  A) problems  B) alternatives  C) decision criteria  D) heuristics  Answer: C  Diff: 2  AACSB: Application of knowledge  Learning Obj: LO 2.1: Describe the eight steps in the decision-making process  Classification: Application

<ul> <li>10) After identifying the decision criteria that are important or relevant to resolving a problem, the next step in the decision-making process is</li> <li>A) allocating weights to the criteria</li> <li>B) analyzing the alternatives to solving the problem</li> <li>C) reducing the number of criteria through the process of elimination</li> <li>D) implementing the alternative</li> <li>Answer: A</li> </ul>
Diff: 1 AACSB: Reflective thinking
Learning Obj: LO 2.1: Describe the eight steps in the decision-making process Classification: Concept
11) Bryan must select a new supplier for lighting fixtures for his company's mobile homes. He has decided quality is more important than price but price is more important than lead times. Bryan will use these priorities to  A) analyze alternatives  B) set his decision criteria
C) allocate weights to the criteria
D) develop alternatives
Answer: C
Diff: 3
AACSB: Application of knowledge Learning Obj: LO 2.1: Describe the eight steps in the decision-making process Classification: Application
12) Creativity is most essential in which of the following steps of the decision-making process?  A) analyzing alternatives B) allocating weights to the decision criteria C) developing alternatives D) identifying decision criteria Answer: C Diff: 1 AACSB: Reflective thinking Learning Obj: LO 2.1: Describe the eight steps in the decision-making process Classification: Concept
Classification. Concept
13) Carla is searching the Internet for sources of Himalayan salt to make bath salts. Carla is at
the step in the decision making process.  A) identify-the-problem
B) identify-decision-criteria
C) allocate-weights
D) develop-alternatives
Answer: D
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.1: Describe the eight steps in the decision-making process Classification: Application

- 14) When the overhead cranes crashed into each other for the third time, Joe formed a team to look into ways to avoid future crashes. After a brainstorming session, the team settled on three ideas, any of which might work. The team has completed which step in the decision-making process?
- A) develop alternatives
- B) analyze alternatives
- C) select an alternative
- D) implement an alternative

Answer: A Diff: 2

AACSB: Application of knowledge

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Application

- 15) Carla has identified several possible sources for Himalayan salt to make her bath salts. Now she is comparing their prices, quality, and delivery times. At what step is she in the decision-making process?
- A) develop alternatives
- B) analyze alternatives
- C) select an alternative
- D) implement the alternative

Answer: B Diff: 2

AACSB: Application of knowledge

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Application

- 16) Carla discovered that the supplier with the highest quality also had the longest lead time. The supplier with the best lead time had the highest price. To help Carla make her decision, she should \_\_\_\_\_\_.
- A) order a small quantity from each supplier for comparison
- B) rely on customer reviews to guide her decision
- C) multiply her ratings for each criteria by the weight for the criteria then sum the scores
- D) check with the Better Business Bureau for customer complaints

Answer: C Diff: 3

AACSB: Application of knowledge

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Application

- 17) After Abby listened to the weather report this morning before work, she drove her car and carried an umbrella instead of riding her motorcycle. Whether she realizes it or not, Abby
- A) analyzed criteria
- B) implemented a decision
- C) assigned weights to criteria
- D) evaluated a decision

Answer: B Diff: 3

AACSB: Application of knowledge

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Application

- 18) In the decision-making process, while \_\_\_\_\_, the decision maker puts the decision into action by conveying it to those affected by it and getting their commitment to it.
- A) selecting an alternative
- B) evaluating a decision's effectiveness
- C) implementing an alternative
- D) analyzing alternatives

Answer: C Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Concept

- 19) Which of the following is important in effectively implementing the chosen alternative in the decision-making process?
- A) evaluating each alternative by using the established criteria
- B) being creative while implementing the alternatives
- C) allowing those impacted by the outcome to participate in the process
- D) ignoring criticism concerning your chosen alternative

Answer: C Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

20) Before actually putting the decision into action, the decision-maker may find it prudent to
A) develop the method of evaluating whether the decision is a good one B) notify upper management that change is coming so they won't be blindsided C) alert external stakeholders that the problem has been solved D) check to make sure the conditions that existed at the time of the decision still exist, and make sure the decision is still the best one Answer: D Diff: 3 AACSB: Reflective thinking Learning Obj: LO 2.1: Describe the eight steps in the decision-making process Classification: Concept
21) The final step in the decision-making process is to  A) determine the criteria for the next decision  B) analyze the process of allocating weights to the decision criteria  C) evaluate the outcome of the decision  D) implement the chosen alternative  Answer: C  Diff: 1  AACSB: Reflective thinking  Learning Obj: LO 2.1: Describe the eight steps in the decision-making process  Classification: Concept
22) Joe's team implemented one of the ideas to avoid crane crashes. It is important for the team to evaluate the results because  A) the team was not sure their idea would work  B) the team wants to impress the plant manager  C) results may vary from expectations  D) another crane crash could cost the team their jobs  Answer: C  Diff: 2  AACSB: Application of knowledge  Learning Obj: LO 2.1: Describe the eight steps in the decision-making process  Classification: Application

23) The decision-making process begins by identifying decision criteria.

Answer: FALSE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process Classification: Concept

24) A decision criterion defines what is important or relevant to resolving a problem.

Answer: TRUE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Concept

25) In the decision-making process, after allocating weights to the decision criteria, the decision maker lists viable alternatives that could resolve the problem.

Answer: TRUE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Concept

26) Once the alternatives to solving a problem have been identified, the next step in the decision-making process is selecting one of these alternatives.

Answer: FALSE

Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Concept

27) Implementing an alternative refers to the process of choosing the best alternative.

Answer: FALSE

Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

- 28) List and discuss the eight steps in the decision-making process. Answer:
- 1. Identify a problem The decision-making process begins with the existence of a problem or a discrepancy between an existing and a desired state of affairs. However, a discrepancy without pressure to take action becomes a problem that can be postponed.
- 2. Identify decision criteria Once the manager has identified a problem that needs attention, the decision criteria important to resolving the problem must be identified. That is, managers must determine what is relevant in making a decision.
- 3. Allocate weights to the criteria The decision maker must weigh the items in order to give them the correct priority in the decision. A simple approach to doing this is to give the most important criterion a weight of 10 and then assign weights to the rest against that standard.
- 4. Develop alternatives The fourth step requires the decision maker to list the viable alternatives that could resolve the problem. No attempt is made in this step to evaluate the alternatives, only to list them.
- 5. Analyze alternatives Once the alternatives have been identified, the decision maker must critically analyze each one. From this comparison, the strengths and weaknesses of each alternative become evident.
- 6. Select an alternative The sixth step involves choosing the best alternative from among those considered.
- 7. Implement the alternative Implementation involves conveying the decision to those affected by it and getting their commitment to it. If the people who must carry out a decision participate in the process, they are more likely to enthusiastically support the outcome than if they are just told what to do.
- 8. Evaluate decision effectiveness The last step in the decision-making process involves appraising the outcome of the decision to see if the problem has been resolved. If the desired result has not been achieved, the manager may consider returning to a previous step or may even consider starting the whole decision process over.

Diff: 3

AACSB: Reflective thinking; Written and oral communication

Learning Obj: LO 2.1: Describe the eight steps in the decision-making process

Classification: Concept

- 29) Managers are assumed to use \_\_\_\_\_ if they make logical and consistent choices to maximize value.
- A) rational decision making
- B) intuitive decision making
- C) bounded rationality
- D) evidence-based management

Answer: A Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.2: Explain the four ways managers make decisions

30) Dylan must choose among four candidates to fill his open accounting clerk position. If Dylan
uses rational decision making, he will
A) disregard the fact the one of the candidates is the owner's nephew
B) rely on his initial impressions of the candidates to make this decision
C) base his decision on his extensive experience and accumulated judgment
D) involve others in the interviewing process
Answer: A
Diff: 3
AACSB: Reflective thinking
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Concept
31) It is assumed that a rational decision maker
A) faces unclear and ambiguous problems
B) is unlimited by his or her ability to process information
C) is unaware of all the possible alternatives and consequences
D) is fully objective and logical
Answer: D
Diff: 2
AACSB: Reflective thinking
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Concept
32) When managers make decisions that are rational but limited by their ability to process the
information, they are following the concept of
A) cognitive decision making
B) bounded rationality
C) escalation of commitment
D) intuitive decision making
Answer: B
Diff: 1
AACSB: Reflective thinking
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Concept
33) Evelyn's Internet search for information about "vendor for machine screws" yielded more
than 100,000 items. Evelyn did not have time or resources to pursue each of these so she limited
her search to only vendors in her state. By doing this, Evelyn used
A) perfect rationality
B) bounded rationality
C) satisficing
D) intuition
Answer: B
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Application

34) Managers cannot possibly analyze all information on all alternatives; they tend to
rather than
A) maximize; satisfice
B) neutralize; satisfice
C) satisfice; neutralize
D) satisfice; maximize
Answer: D
Diff: 1
AACSB: Reflective thinking
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Concept
35) results in a solution that is considered "good enough."
A) Escalating
B) Linear thinking
C) Intuition
D) Satisficing
Answer: D
Diff: 1
AACSB: Reflective thinking
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Concept
36) Gilda has an idea that would streamline operations, reduce costs, and increase profits. Her
idea requires the cooperation of several departments, some of which have demonstrated a
resistance to change. By considering the context in which the changes must happen and the
people in her organization, Gilda is using
A) evidence-based management
B) bounded rationality
C) intuition
D) positive employee relations
Answer: A
Diff: 2
AACSB: Reflective thinking
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Application

37) Abigail is shopping for a new copier for her company. She has set her price range between \$5,000 and \$6,000. The copier must handle a minimum of 10,000 copies per month and have a useful life expectancy of five years. If Abigail selects the first copier she finds that meets these criteria, we would say she is
A) using perfect rationality
B) using bounded rationality
C) using intuition
D) satisficing
Answer: D
Diff: 3
AACSB: Application of knowledge
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Application
38) Julie is keen on joining Columbia University to pursue a master's degree in economics. However, after three months of applying and waiting for an acceptance letter, she finally decides to attend NYU, which was one of her backup colleges. This is an example of  A) maximizing  B) neutralizing
C) minimizing
D) satisficing
Answer: D
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Application
39) Edgar hired a graduate from his alma mater, thinking he would be a successful first line supervisor. Unfortunately the new hire hasn't worked out as well as hoped. Edgar decided to invest time and money in training for the new hire but saw little improvement. Next he assigned a successful supervisor to mentor the young employee. The problems persisted. Edgar is displaying
A) bounded rationality
B) irrational behavior
C) poor judgment
D) escalation of commitment
Answer: D
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Application

40) Farrell has a knack for selecting candidates who become very successful workers. When
asked how he does it, he answered that he "listened to his gut." Farrell is really  A) using his intuition
B) using bounded rationality
C) using perfect rationality
D) satisficing
Answer: A
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Application
41) Which of the following is an aspect of intuition?
A) experience-based decisions
B) quality-initiated decisions
C) science-based decisions
D) programmed decisions
Answer: A
Diff: 1
AACSB: Reflective thinking
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Concept
42) Intuitive decision making
A) is the systematic use of the best available evidence to improve decision making practice B) generally results in poor decisions and hence managers should learn to ignore their gut
feelings
C) is the process of making decisions based on experience, feelings, and accumulated judgment D) complements rational decision making but not bounded rational decision making
Answer: C Diff: 2
AACSB: Reflective thinking
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Concept
43) Farrah has called together her management team to review information about customer
satisfaction gathered by an external research company. Farrah is engaging in
A) perfect rationality
B) bounded rationality
C) evidence-based management
D) relationship management
Answer: C
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.2: Explain the four ways managers make decisions
Classification: Application

44) Managers use decision-making in every function, from planning to controlling.

Answer: TRUE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.2: Explain the four ways managers make decisions

Classification: Concept

45) It is important that decision-makers ignore emotions when making business decisions so their decisions will be perceived as rational.

Answer: FALSE

Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.2: Explain the four ways managers make decisions

Classification: Concept

46) One assumption of rational decision making is that the decision maker is not aware of all possible alternatives and consequences.

Answer: FALSE

Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.2: Explain the four ways managers make decisions

Classification: Concept

47) According to the concept of bounded rationality, managers make decisions rationally, but are limited by their ability to process information.

Answer: TRUE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.2: Explain the four ways managers make decisions

Classification: Concept

48) The phenomenon of escalation of commitment refers to an increased commitment to a previous decision despite evidence that it may have been wrong.

Answer: TRUE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.2: Explain the four ways managers make decisions

Classification: Concept

49) Intuitive decision making complements rational decision making but not bounded rational decision making.

Answer: FALSE

Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.2: Explain the four ways managers make decisions

50) Briefly, discuss the assumptions of rationality and the validity of those assumptions.

Answer: A decision maker who is perfectly rational is fully objective and logical. The problem faced is clear and unambiguous. The decision maker has a clear and specific goal. He is aware of all possible alternatives and consequences. Making decisions consistently leads to selecting the alternative that maximizes the likelihood of achieving that goal.

These assumptions apply to any decision-personal or managerial. For managerial decision making, an additional assumption is that decisions are made in the best interests of the organization. However, most of these assumptions of rationality are not very realistic.

Diff: 3

AACSB: Reflective thinking; Written and oral communication

Learning Obj: LO 2.2: Explain the four ways managers make decisions

Classification: Concept

# 51) What is meant by bounded rationality and satisficing?

Answer: Despite the unrealistic assumptions of perfect rationality, managers are expected to be rational when making decisions. It is understood that "good" decision makers are supposed to do certain things and exhibit good decision-making behaviors as they identify problems, consider alternatives, gather information, and act decisively but prudently. When they do so, they show others that they are competent and that their decisions are the result of intelligent deliberation. However, a more realistic approach to describing how managers make decisions is the concept of "bounded rationality." According to this concept, managers make decisions rationally, but are limited by their ability to process information.

Because they cannot possibly analyze all information on all alternatives, managers "satisfice," rather than maximize. That is, they accept solutions that are "good enough." Thus, they become rational within the limits of their ability to process information.

Diff: 3

AACSB: Reflective thinking; Written and oral communication

Learning Obj: LO 2.2: Explain the four ways managers make decisions

Classification: Concept

52) Give an example of the use of bounded rationality. The example can be fictitious as long as it includes all the elements of bounded rationality.

Answer: Students answers will vary, but must include an expectation of rationality, a limited ability to process information, an inability to know all possible alternatives, and a probable lack of maximization of the results of the decision

Diff: 3

AACSB: Application of knowledge; Written and oral communication Learning Obj: LO 2.2: Explain the four ways managers make decisions

Classification: Synthesis

53) What is intuitive decision making? How does intuition affect the process of making a decision?

Answer: Intuitive decision making is the process of making decisions on the basis of experience, feelings, and accumulated judgment. Intuitive decision making can complement both rational and bounded rational decision making. A manager who has had experience with a similar type of problem or situation often acts quickly with limited information because of that past experience. Managers who experienced intense feelings and emotions when making decisions actually achieved higher decision-making performance, especially when they understood their feelings as they were making decisions.

Diff: 3

AACSB: Reflective thinking; Written and oral communication

Learning Obj: LO 2.2: Explain the four ways managers make decisions

Classification: Concept

54) Give an example of evidence-based management. Remember to include all of the essential elements.

Answer: Students answers will vary but must include 1) the decision-maker's expertise and judgment; 2) external evidence that has been evaluated by the decision maker; 3) opinions, preferences, and values of those who have a stake in the decision; and 4) relevant organizational (internal) factors such as context, circumstances, and organizational members.

Diff: 3

AACSB: Application of knowledge; Written and oral communication Learning Obj: LO 2.2: Explain the four ways managers make decisions

Classification: Synthesis

- 55) \_\_\_\_\_\_ are straightforward, familiar, and easily defined.
- A) Programmed problems
- B) Structured problems
- C) Non-structured problems
- D) Nonprogrammed problems

Answer: B Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

56) Garrett looked at the list of orders for the coming week and made out the production schedule. He has done this so many times he could do it in his sleep. This situation represents
a(n)
A) structured problem
B) unstructured problem
C) linear problem
D) programmed problem
Answer: A
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Application
57) Structured problems align well with which type of decisions?
A) programmed
B) analogous
C) organic
D) nonlinear
Answer: A
Diff: 1
AACSB: Reflective thinking
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Concept
58) A(n) decision is a repetitive decision that can be handled by a routine approach.
A) nonprogrammed
A) nonprogrammed B) structured
A) nonprogrammed B) structured C) unstructured
A) nonprogrammed B) structured C) unstructured D) programmed
A) nonprogrammed B) structured C) unstructured D) programmed Answer: D
A) nonprogrammed B) structured C) unstructured D) programmed Answer: D Diff: 2
A) nonprogrammed B) structured C) unstructured D) programmed Answer: D Diff: 2 AACSB: Reflective thinking
A) nonprogrammed B) structured C) unstructured D) programmed Answer: D Diff: 2 AACSB: Reflective thinking Learning Obj: LO 2.3: Classify decisions and decision-making conditions
A) nonprogrammed B) structured C) unstructured D) programmed Answer: D Diff: 2 AACSB: Reflective thinking
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A) nonprogrammed B) structured C) unstructured D) programmed Answer: D Diff: 2 AACSB: Reflective thinking Learning Obj: LO 2.3: Classify decisions and decision-making conditions Classification: Concept  59) Harriet's machine has stopped working again. She consulted the operator's manual
A) nonprogrammed B) structured C) unstructured D) programmed Answer: D Diff: 2 AACSB: Reflective thinking Learning Obj: LO 2.3: Classify decisions and decision-making conditions Classification: Concept  59) Harriet's machine has stopped working again. She consulted the operator's manual troubleshooting guide to find a solution. Harriet used a
A) nonprogrammed B) structured C) unstructured D) programmed Answer: D Diff: 2 AACSB: Reflective thinking Learning Obj: LO 2.3: Classify decisions and decision-making conditions Classification: Concept  59) Harriet's machine has stopped working again. She consulted the operator's manual troubleshooting guide to find a solution. Harriet used a A) programmed decision
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60) When making a decision for a routine situation, which step in the decision making process
can be skipped?
A) identify the problem
B) evaluate decision effectiveness
C) develop alternatives
D) implement the alternative
Answer: C
Diff: 2
AACSB: Reflective thinking
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Concept
61) A procedure is
61) A procedure is
A) an explicit statement that tells a manager what can or cannot be done
B) a series of sequential steps a manager uses to respond to a structured problem
C) used mainly for unstructured, rather than structured, problems
D) subject to the interpretation of the decision maker
Answer: B
Diff: 1
AACSB: Reflective thinking
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Concept
62) One of the workers in Henry's department submitted his two weeks' notice so Henry needs to hire a replacement. The HR department issued a set of instructions Henry must follow to initiate the search for candidates. In other words, there is a Henry must follow.
A) policy
B) practice
C) procedure
D) program
Answer: C
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Application
63) A(n) is an explicit statement that tells a manager what can or cannot be done.
A) agenda
B) objective
C) rule
D) solution
Answer: C
Diff: 1
AACSB: Reflective thinking
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Concept

64) "All employees must be at their work stations and ready to work by the time the buzzer
sounds." This is an example of
A) a policy
B) a procedure
C) a practice
D) a rule
Answer: D
Diff: 1
AACSB: Application of knowledge
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Application
65) "Smoking and the consumption of alcohol are strictly prohibited inside the work Premises.
This is most likely an example of a(n)
A) rule
B) objective
C) procedure
D) policy
Answer: A
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Application
66) A policy
A) typically serves as a guideline for decision making by setting general parameters
B) specifically states what should or should not be done
C) is a series of sequential steps a manager uses to respond to a structured problem
D) is used when dealing with unstructured problems and non-programmed decisions
Answer: A
Diff: 1
AACSB: Reflective thinking
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Concept
67) "We expect to maintain the highest standards of quality in our workmanship." This is an
example of
A) a procedure
B) a rule
C) a policy
D) a practice
Answer: C
Diff: 2
AACSB: Reflective thinking
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Application

68) A(n)	_ typically contains an ambiguous term that leaves interpretation up to the
decision maker.	
A) rule	
B) procedure	
C) edict	
D) policy	
Answer: D	
Diff: 1	
AACSB: Reflect	
0 0	O 2.3: Classify decisions and decision-making conditions
Classification: Co	oncept
69) Unstructured	problems
A) refer to the usu	ual problems faced by organizations
B) are generally s	olved using procedures, rules, and policies
	ed by ambiguous or incomplete information
	the decision maker to go through an involved decision process
Answer: C	
Diff: 1	
AACSB: Reflect	E .
	O 2.3: Classify decisions and decision-making conditions
Classification: Co	oncept
managers have be others blame a ch what it used to be	30 years of growth, sales at Ida's company have begun to decline. None of the een able to determine the cause. Some say the entire economy is in recession; ange in suppliers; still others say the work ethic among employees just isn't. This is an example of
A) a structured pr	
B) an unstructure	±
C) a programmed	•
D) a non-program	imed problem
Answer: B	
Diff: 3	otion of Imperiod of
	ation of knowledge O 2.3: Classify decisions and decision-making conditions
Classification: A	
	med decisions
A) involve standa	
	de by lower-level managers
	with clear and specific goals
D) are unique and Answer: D	nonrecurring
Diff: 1	
AACSB: Reflect	ive thinking
	O 2.3: Classify decisions and decision-making conditions
Classification: Co	

72) When problems are	, managers must rely on	in order to develop unique
solutions.		
A) structured; nonprogrammed of	lecision making	
B) structured; pure intuition		
C) unstructured; nonprogramme		
D) unstructured; programmed de	ecision making	
Answer: C		
Diff: 2		
AACSB: Reflective thinking		
Learning Obj: LO 2.3: Classify	decisions and decision-making	conditions
Classification: Concept		
73) What is the psychological or	rientation of a decision maker w	ho makes a "maximin" choice?
A) optimist		
B) realist		
C) pessimist		
D) idealist		
Answer: C		
Diff: 2		
AACSB: Reflective thinking		
Learning Obj: LO 2.3: Classify	decisions and decision-making	conditions
Classification: Concept	J	
74) Lower-level managers typica	ally confront	
A) unstructured problems	•	
B) new and unusual problems		
C) programmed decisions		
D) nonprogrammed decisions		
Answer: C		
Diff: 2		
AACSB: Reflective thinking		
Learning Obj: LO 2.3: Classify	decisions and decision-making	conditions
Classification: Concept	Ç	
75) Ian is a plant manager in a m	nulti-site corporation. He frequen	ntly deals with situations
involving new customers and ne	<u> </u>	•
A) non-linear problems and risky		
B) structured problems and prog		
C) uncertain problems and linear		
D) unstructured problems and no		
Answer: D	r	
Diff: 2		
AACSB: Application of knowle	edge	
Learning Obj: LO 2.3: Classify	_	conditions
Classification: Application		
1 1		

76) First-line managers tend to deal with problems that are while upper-level managers handle the problems.
A) unstructured; structured
B) routine and repetitive; unusual and difficult
C) interpersonal; customer
D) machine-related; interpersonal
Answer: B
Diff: 2
AACSB: Reflective thinking
Learning Obj: LO 2.3: Classify decisions and decision-making conditions Classification: Concept
77) is a situation in which a manager has the ability to make accurate decisions
because the outcome of every alternative is known.  A) Certainty
B) Risk
C) Bureaucracy
D) Contingency
Answer: A
Diff: 1
AACSB: Reflective thinking
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Concept
78) It is time for Jane to order laminated plywood again. She typically orders from one of three
vendors. She knows the price, delivery time, and quality of each vendor. In this situation, Jane
has
A) certainty
B) uncertainty
C) risk
D) structure
Answer: A
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Application

79) The manager of an apparel store estimates how much to order for the current spring season based on last spring's sales figures. The store manager is operating under which of the following decision-making conditions?  A) uncertainty B) risk C) structure D) certainty Answer: B Diff: 3 AACSB: Application of knowledge Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Application
80) is a situation in which a decision maker cannot make reasonable probability
estimates.
A) Necessity B) Risk
C) Uncertainty
D) Certainty
Answer: C
Diff: 2
AACSB: Reflective thinking
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Concept
81) In the late 1970s, Apple launched the Apple computer for individual use. It was a radical concept; there was no precedent for this type of product. Under these circumstances, Apple faced a situation of
A) certainty
B) uncertainty
C) risk
D) necessity
Answer: B
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.3: Classify decisions and decision-making conditions
Classification: Application

- 82) Which of the following best describes the psychological orientation of an individual making a "maximax" choice?
- A) optimist
- B) cynic
- C) pessimist
- D) defeatist

Answer: A

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

Classification: Concept

- 83) James has calculated the possible profits from three different scenarios for the expansion of his restaurant, each for a different amount of advertising and promotion. He has chosen to implement the scenario that offers the greatest profit. James has decided to \_\_\_\_\_\_.
- A) maximax
- B) maximin
- C) minimax
- D) minimin

Answer: A Diff: 3

AACSB: Application of knowledge

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

Classification: Application

- 84) Depending on the weather and the amount of advertising, Kyle has developed six scenarios for his summer profits from his lawn care business. His business has failed to reach his expectations in the past, so he fears the worst. Kyle will likely choose the option that \_\_\_\_\_.
- A) maximizes the maximum possible payoff
- B) maximizes the minimum possible payoff
- C) minimizes the maximum regret
- D) minimizes the minimum losses

Answer: B Diff: 3

AACSB: Application of knowledge

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

Classification: Application

85) A programmed decision is a repetitive decision that can be handled by a routine approach.

Answer: TRUE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

86) Rules and procedures are the same.

Answer: FALSE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

Classification: Concept

87) A policy is an explicit statement that tells a manager what can or cannot be done.

Answer: FALSE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

Classification: Concept

88) Nonprogrammed decision making relies on procedures, rules, and policies.

Answer: FALSE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

Classification: Concept

89) Risk is the condition in which a decision maker is able to estimate the likelihood of certain outcomes.

Answer: TRUE

Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

90) Discuss structured problems, programmed decisions, unstructured problems, and nonprogrammed decisions.

Answer: Some problems are straightforward. The decision maker's goal is clear, the problem is familiar, and information about the problem is easily defined and complete. Hence, these are called structured problems. For instance, when a server spills a drink on a customer's coat the customer is upset and the manager needs to do something. Because it is not an unusual occurrence, there is some standardized routine for handling it. For example, the manager offers to have the coat cleaned at the restaurant's expense. This is called a programmed decision, a repetitive decision that can be handled by a routine approach. Because the problem is structured, the manager does not have to go to the trouble and expense of going through an involved decision process.

Not all the problems managers face can be solved using programmed decisions. Many organizational situations involve unstructured problems, which are problems that are new or unusual and for which information is ambiguous or incomplete. Whether to build a new manufacturing facility in China is an example of an unstructured problem. When problems are unstructured, managers rely on nonprogrammed decision making in order to develop unique solutions. Nonprogrammed decisions are unique and nonrecurring and involve custom-made solutions. Lower-level managers mostly rely on programmed decisions because they confront familiar and repetitive problems. As managers move up the organizational hierarchy, the problems they confront become more unstructured. However, few managerial decisions in the real world are either fully programmed or nonprogrammed. Most fall somewhere in between. Diff: 3

AACSB: Reflective thinking; Written and oral communication

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

Classification: Concept

91) Discuss the three types of programmed decisions that a manager depends on to resolve structured problems.

Answer: Usually a manager relies on one of three types of programmed decisions to counter structured problems: procedure, rule, or policy.

A procedure is a series of sequential steps a manager uses to respond to a structured problem. Identifying the problem is a bit difficult. Once it is clear, so is the procedure. For instance, a purchasing manager receives a request from a warehouse manager for 15 PDA handhelds for the inventory clerks. The purchasing manager knows how to make this decision by following the established purchasing procedure.

A rule is an explicit statement that tells a manager what can or cannot be done. Rules are frequently used because they are simple to follow and ensure consistency. For example, rules about lateness and absenteeism permit supervisors to make disciplinary decisions rapidly and fairly.

The third type of programmed decisions is a policy, which is a guideline for making a decision. In contrast to a rule, a policy establishes general parameters for the decision maker rather than specifically stating what should or should not be done. Policies typically contain an ambiguous term that leaves interpretation up to the decision maker.

Diff: 3

AACSB: Reflective thinking; Written and oral communication

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

- 92) Discuss the three different decision-making conditions that managers usually face. Answer: When making decisions, managers usually face three different conditions: certainty, risk, and uncertainty.
- a. Certainty The ideal situation for making decisions is one of certainty, which is a situation where a manager can make accurate decisions because the outcome of every alternative is known.
- b. Risk These are conditions in which the decision maker is able to estimate the likelihood of certain outcomes. Under risk, managers have historical data from past personal experiences or secondary information that lets them assign probabilities to different alternatives.
- c. Uncertainty This is a situation in which a decision maker has neither certainty nor reasonable probability estimates available. Under these conditions, the choice of alternative is influenced by the limited amount of available information and by the psychological orientation of the decision maker. An optimistic manager follows a maximax choice (maximizing the maximum possible payoff); a pessimist follows a maximin choice (maximizing the minimum possible payoff); and a manager who desires to minimize his maximum "regret" opts for a minimax choice.

Diff: 3

AACSB: Reflective thinking; Written and oral communication

Learning Obj: LO 2.3: Classify decisions and decision-making conditions

Classification: Concept

- 93) Rules of thumb that managers use to simplify decision making are known as \_\_\_\_\_.
- A) heuristics
- B) folksonomies
- C) algorithms
- D) sophisms

Answer: A

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.4: Describe how biases affect decision making

Classification: Concept

94) "Red sky at night, sailor's delight; red sky at morning, sailor's warning" is an example of a

A) proverb

B) heuristic

C) rule

D) practice

Answer: B Diff: 2

AACSB: Application of knowledge

Learning Obj: LO 2.4: Describe how biases affect decision making

Classification: Application

98) Sophie is in charge of recruitment at her company. During a particular interview, the first thing Sophie noticed about the applicant was that he was improperly attired. Though the candidate possessed the necessary qualifications and effectively answered all her questions, Sophie rejected him. This is an example of the  A) availability bias  B) self-serving bias  C) anchoring effect  D) confirmation bias  Answer: C  Diff: 3  AACSB: Application of knowledge  Learning Obj: LO 2.4: Describe how biases affect decision making
Classification: Application
99) "There are no coincidences. If something bad has happened to you, you must have done something to deserve it." This statement might be made by someone with the  A) framing bias B) self-serving bias C) availability bias D) randomness bias Answer: D Diff: 3 AACSB: Application of knowledge Learning Obj: LO 2.4: Describe how biases affect decision making
Classification: Application
100) Lila believes the global climate is changing. Every storm, every volcano eruption, every earthquake is, in her mind, evidence of this climate change. Lila has fallen victim to
bias. A) framing B) selective perception C) confirmation D) representation Answer: B Diff: 3 AACSB: Application of knowledge
Learning Obj: LO 2.4: Describe how biases affect decision making Classification: Application

101) When decision makers seek out information that reaffirms their past choices and discount
information that contradicts past judgments, they are exhibiting the bias.
A) hindsight
B) availability
C) representation
D) confirmation
Answer: D
Diff: 2
AACSB: Reflective thinking
Learning Obj: LO 2.4: Describe how biases affect decision making
Classification: Concept
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102) Beth hired Tom, trained him, coached him, and expected he would be her eventual
replacement when she moved up in the company. She noted each of his accomplishments with
pride but wrote off as vicious gossip the comments from Tom's co-workers that he was making
too many mistakes. Beth is experiencing the
A) selective perception bias
B) confirmation bias
C) framingbias
D) anchoring effect
Answer: B
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.4: Describe how biases affect decision making
Classification: Application
103) Mildred was persuaded by a fast-talking salesperson to carry an expensive brand of yarns in
her retail needlecraft shop. Seldom does a customer buy this brand, but on those rare occasions
Mildred tells herself she made the right decision. The yarns have been sitting on the shelf for
several months and she has yet to profit from them. Mildred suffers from the
A) immediate gratification bias
B) selective perception bias
C) confirmation bias
D) hindsight bias
Answer: C
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.4: Describe how biases affect decision making
Classification: Application

104) The occurs when decision makers select and highlight certain aspects of a situation while excluding others.  A) framing bias B) availability bias C) representation bias D) confirmation bias Answer: A Diff: 2 AACSB: Reflective thinking Learning Obj: LO 2.4: Describe how biases affect decision making Classification: Concept
105) The Prime Minister of Transylvania prefers darkened rooms, flinches in bright light, and has unusually long incisors. Despite his long and successful career, his political opponents claim
he is a vampire. This is an example of the
A) representation bias
B) confirmation bias
C) selective perception bias
D) randomness bias
Answer: C Diff: 3
AACSB: Application of knowledge
Learning Obj: LO 2.4: Describe how biases affect decision making
Classification: Application
Classification Application
106) It hasn't rained in several days; therefore it is unlikely to rain today. This is an example of
the
A) self-serving bias
B) availability bias
C) representation bias
D) randomness bias
Answer: B Diff: 2
AACSB: Application of knowledge Learning Obj: LO 2.4: Describe how biases affect decision making
Classification: Application
Classification. Application

unemployment fell to record lows. Once again, the Whigs are in power, so Jason expects his
stock portfolio to grow significantly. Jason's thinking may be influenced by the
A) representation bias
B) selective perception bias
C) randomness bias
D) anchoring effect
Answer: A
Diff: 3
AACSB: Application of knowledge
Learning Obj: LO 2.4: Describe how biases affect decision making
Classification: Application
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108) The last time he flew Jet Value Air, Juan's plane developed a fuel leak and had to make an
emergency landing. The time before that, his plane was grounded because of an electrical
problem. Juan is sure his current trip will be fraught with problems and he will once again be
delayed. This is an example of the bias
A) confirmation
B) selective perception
C) availability
D) randomness
Answer: D
Diff: 3
AACSB: Application of knowledge
Learning Obj: LO 2.4: Describe how biases affect decision making
Classification: Application
109) "We can't stop now. We've already invested \$100,000 in the project." This speaker is acting
on the
A) anchoring effect
B) availability bias
C) representation bias
D) sunk costs error
Answer: D
Diff: 2
AACSB: Application of knowledge
Learning Obj: LO 2.4: Describe how biases affect decision making
Classification: Application

- 110) Whenever anyone praises Mark for his good performance, he has the tendency to attribute his success to his personal qualities such as his ability to thrive under pressure and his eye for detail. However, any negative performance feedback is always met with excuses such as unsupportive team members or insufficient time. This is an example of the \_\_\_\_\_\_.
- A) self-serving bias
- B) confirmation bias
- C) representation bias
- D) hindsight bias

Answer: A Diff: 2

AACSB: Application of knowledge

Learning Obj: LO 2.4: Describe how biases affect decision making

Classification: Application

- 111) Marty had arranged for a high-profile speaker to deliver the keynote address at her college's annual function. However, due to unforeseen circumstances, the speaker was forced to drop out at the last moment. Marty reacts to this news by saying, "I knew all along that this would happen." This is an example of the \_\_\_\_\_\_.
- A) anchoring effect
- B) availability bias
- C) self-serving bias
- D) hindsight bias

Answer: D
Diff: 3

AACSB: Application of knowledge

Learning Obj: LO 2.4: Describe how biases affect decision making

Classification: Application

112) The anchoring effect describes when decision makers fixate on initial information as a starting point and then, once set, fail to adequately adjust for subsequent information.

Answer: TRUE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.4: Describe how biases affect decision making

Classification: Concept

113) The availability bias describes the actions of decision makers who try to create meaning out of random events.

Answer: FALSE

Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.4: Describe how biases affect decision making

114) The sunk costs error occurs when decision makers forget that current choices cannot correct the past.

Answer: TRUE

Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.4: Describe how biases affect decision making

Classification: Concept

115) Explain any five decision biases or errors that managers make.

Answer: *Overconfidence bias:* When decision makers tend to think they know more than they do or hold unrealistically positive views of themselves and their performance.

*Immediate gratification bias:* Decision makers tend to want immediate rewards and to avoid immediate costs.

Anchoring effect occurs when decision makers fixate on initial information as a starting point and then, once set, fail to adequately adjust for subsequent information. First impressions, ideas, prices, and estimates carry unwarranted weight relative to information received later.

Selective perception bias: When decision makers selectively organize and interpret events based on their biased perceptions.

Confirmation bias: Decision makers seek out information that reaffirms their past choices and discount information that contradicts past judgments. These people tend to accept at face value information that confirms their preconceived views and are critical and skeptical of information that challenges these views.

Framing bias: When decision makers select and highlight certain aspects of a situation while excluding others.

Availability bias: When decisions makers tend to remember events that are the most recent and vivid in their memory.

*Representation bias:* When decision makers assess the likelihood of an event based on how closely it resembles other events or sets of events.

Randomness bias: Decision makers try to create meaning out of random events.

Sunk costs error: When decision makers forget that current choices cannot correct the past. Self-serving bias: Decision makers take credit for their successes and blame failure on outside factors.

*Hindsight bias:* The tendency for decision makers to falsely believe that they would have accurately predicted the outcome of an event once that outcome is actually known.

Diff: 3

AACSB: Reflective thinking; Written and oral communication Learning Obj: LO 2.4: Describe how biases affect decision making

- 116) The decisions many managers make in today's business world typically involve \_\_\_\_\_.
- A) little risk, complete information, and long decision timelines
- B) some risk, nearly complete information, and moderate timelines
- C) no risk, certainty of the outcomes, and time pressure
- D) risk, incomplete information, and time pressure

Answer: D Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.5: Identify effective decision-making techniques

Classification: Concept

- 117) A few decades ago, Walmart opened stores in Germany. After a few years, it closed all of them. The shopping habits of Europeans differed so much from that of Americans that the stores could not become profitable. What was Walmart's mistake?
- A) It did not understand cultural differences.
- B) It did not create standards for good decision making.
- C) It did not know when it was time to call it quits.
- D) It did not use an effective decision-making process.

Answer: A Diff: 3

AACSB: Application of knowledge

Learning Obj: LO 2.5: Identify effective decision-making techniques

Classification: Application

- 118) To make effective decisions in today's fast-moving world, managers need to \_\_\_\_\_.
- A) build organizations that shun complexity
- B) know when it is time to call it quits
- C) ignore cultural differences
- D) build organizations that rely on their past successes

Answer: B Diff: 1

AACSB: Reflective thinking

Learning Obj: LO 2.5: Identify effective decision-making techniques

119) After the city of Washington, D.C announced it was raising the minimum wage to \$12.50 per hour, WalMart halted construction of a supercenter there, despite having already invested years in negotiations with the City and tens of thousands of dollars in construction. The top managers at WalMart remembered the importance of  A) knowing when to call it quits  B) understanding cultural differences  C) building relationships  D) creating standards for good decision-making  Answer: A  Diff: 2  AACSB: Application of knowledge  Learning Obj: LO 2.5: Identify effective decision-making techniques  Classification: Critical thinking	)
120) An effective decision-making process  A) focuses on matters of importance B) focuses on consistency more than logic C) avoids subjective and intuitive thinking D) is complex to use but reliable Answer: A Diff: 1 AACSB: Reflective thinking Learning Obj: LO 2.5: Identify effective decision-making techniques Classification: Concept	
121) Design thinking suggests that managers should look at problem identification collaboratively and integratively with the goal of  A) unveiling a rational approach to address the situation  B) analyzing the situation with deductive reasoning  C) developing solutions which somehow seem inevitable  D) gaining a deep understanding of the situation  Answer: D  Diff: 3  AACSB: Reflective thinking  Learning Obj: LO 2.5: Identify effective decision-making techniques  Classification: Concept	
122) Managers need to understand cultural differences to make effective decisions in today's fast-moving world.  Answer: TRUE  Diff: 1  AACSB: Reflective thinking  Learning Obj: LO 2.5: Identify effective decision-making techniques  Classification: Concept	

123) Design thinking is an interesting new line of thinking with broad implications for making effective business decisions by integrating emotional elements into the process.

Answer: TRUE

Diff: 2

AACSB: Reflective thinking

Learning Obj: LO 2.5: Identify effective decision-making techniques

Classification: Concept

124) What can a manager do to make effective decisions in today's fast-moving world? Answer: The following are a few guidelines that a manager can adhere to in order to make effective decisions in today's fast-moving world:

- a. Understand cultural differences.
- b. Create standards for good decision making.
- b. Know when it is time to call it quits.
- c. Use an effective decision-making process.
- d. Develop the ability to think clearly in order to make better choices.

Diff: 2

AACSB: Reflective thinking; Written and oral communication

Learning Obj: LO 2.5: Identify effective decision-making techniques

Classification: Concept

125) What are the six characteristics of an effective decision-making process.

Answer: Experts say an effective decision-making process has these six characteristics: (1) it focuses on what's important; (2) it's logical and consistent; (3) it acknowledges both subjective and objective thinking and blends analytical with intuitive thinking; (4) it requires only as much information and analysis as is necessary to resolve a particular dilemma; (5) it encourages and guides the gathering of relevant information and informed opinion; and (6) it's straightforward, reliable, easy to use, and flexible.

Diff: 3

AACSB: Reflective thinking; Written and oral communication

Learning Obj: LO 2.5: Identify effective decision-making techniques