

ASSIGNMENT

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Q1) How can you prepare yourself to become an effective manager in an increasingly uncertain and global business environment?

Ans :

The main thing that a manager needs to be able to do is to be flexible. As you say, the business environment today is uncertain, which means that it is likely to change at any time. In such a climate, managers need to be able to easily throw off old ideas about how things work to embrace new realities. Managers in today's world also need to be flexible because they may well be working with people from different cultures who have different attitudes and expectations. This is another situation in which flexibility is key.

Q2) Explain the difference between efficiency and effectiveness and their importance for organizational performance

Ans:

The difference between efficiency and effectiveness is that efficiency refers to doing things right, while effectiveness refers to doing the right thing. Efficiency focuses on the means, while effectiveness focuses on the end result. Moreover, efficiency is short term i.e. current state, while effectiveness is long term.

Q3) Draw organogram/organization chart of any organization and explain the role of First line manager, middle line manager, and Top level manager from this chart.