Communicating in Groups Applications and Skills 11th edition Adams Test Bank

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Communicating in Groups Applications and Skills 11th Edition by Adams CH01

ANSWERS ARE LOCATED IN THE SECOND PART OF THIS DOCUMENT

TRUE/FALSE - Write 'T' if the statement is true and 'F' if the statement is false.

1) Professionally, the higher you go in any organization, you will need to know how to behave in ways that are appropriate and helpful to your group and to any larger organization to which the group may be attached.

1) _____

- ◎ true
- ◎ false

Question Details
Accessibility : Keyboard Navigation

2) A group's relational communication is less important than the task-oriented functions of group work.

2) _____

- ◎ true
- ◎ false

Question Details
Accessibility : Keyboard Navigation

3) The benefits of having a group tackle a problem do not necessarily outweigh the costs in time and tensions.

3) _____

- ◎ true
- ◎ false

Question Details
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4) Group activity is not a preferred way to learn for some cultures.

4) _____

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◎ true
◎ false

Question Details
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5) A small group refers to a group of five or more members.

5) _____

◎ true
◎ false

Question Details
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6) Communication that is mediated—via computers, telephones, and so forth—is thought to lack social presence.

6) _____

◎ true
◎ false

Question Details
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7) A secondary group that is designed to meet control needs does not supply members with a sense of inclusion.

7) _____

◎ true
◎ false

Question Details
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8) Most committees are formed by larger organizations to perform a service for the organizations.

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8) _____

◎ true
◎ false

Question Details
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9) Ad hoc committees cease to exist when they have completed their special assignments.

9) _____

◎ true
◎ false

Question Details
Accessibility : Keyboard Navigation

10) Self-managed work teams are groups of peers who manage their own work schedules and procedures within certain prescribed limits.

10) _____

◎ true
◎ false

Question Details
Accessibility : Keyboard Navigation

11) In a self-managed work team, members are unable to perform several tasks for the team because they are untrained.

11) _____

◎ true
◎ false

Question Details
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12) It is unethical to remain silent in a group discussion when you have a relevant idea that has not been mentioned.

12) _____

◎ true
◎ false

Question Details
Accessibility : Keyboard Navigation

13) Belittling another member for his or her dumb ideas is considered ethical if there is a huge possibility of the ideas being risky.

13) _____

◎ true
◎ false

Question Details
Accessibility : Keyboard Navigation

14) It is unethical not to use one's best critical thinking skills when evaluating information, ideas, and proposals in a group.

14) _____

◎ true
◎ false

Question Details
Accessibility : Keyboard Navigation

MULTIPLE CHOICE - Choose the one alternative that best completes the statement or answers the question.

15) The first group you encounter in your life is the

15) _____

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A) friend group.
B) religious group.
C) family group.
D) neighborhood group.
E) social group.

Question Details
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16) In a survey of leading American companies, the ability to work in teams was ranked _____ by a majority of businesspeople when describing characteristics of the ideal MBA (Master of Business Administration) graduate.

16) _____

A) first
B) second
C) third
D) fourth
E) fifth

Question Details
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17) An advantage to group problem solving is that

17) _____

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A) a group as a whole takes less time to reach a solution than do individual members.
B) a group is more likely to reach a "correct" solution compared with its most skilled member.
C) group members do not provide a diversity of opinions, information, or issues.
D) group members who are involved in solving a problem or planning a procedure usually understand that procedure and work hard to implement it.
E) group members usually have a lot of information about a specific topic.

Question Details
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18) Groups working on problems with multiple solutions typically make higher-quality decisions than do individuals because

18) _____

A) the groups have more information relevant to the problems than do individuals.
B) the members often help each other correct one another's misinformation.
C) the groups usually have a much larger number of possible solutions to choose from.
D) groups can conduct more thorough investigative research.
E) all of these answers are correct.

Question Details
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19) Problems most suitable for groups are the ones

19) _____

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A) in which recognized experts have determined the best solution.
B) in which time is short and a decision must be made quickly.
C) in which there are several acceptable solutions and one best solution does not exist.
D) in which conditions are changing rapidly.
E) that are fairly simple.

Question Details
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20) Extremely disliking or dreading participation in groups is called

20) _____

A) inflexibility.
B) grouphate.
C) nostalgia.
D) anxiety.
E) all of these answers are correct.

Question Details
Accessibility : Keyboard Navigation

21) According to Marvin Shaw, an essential feature of a group is that each person within the group

21) _____

A) likes each other.
B) works well together.
C) does what the leader advises.
D) influences and is influenced by each other person.
E) gets along well with each other.

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Question Details
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22) Which of the following best exemplifies a small group?

22) _____

A) three people waiting at a bus stop
B) a married couple
C) five telemarketers working in the same room
D) a task force planning a new highway
E) all of these answers are correct.

Question Details
Accessibility : Keyboard Navigation

23) Dyads are excluded from being considered as small groups because

23) _____

A) they do not form leadership hierarchies.
B) they do not form networks.
C) if one member leaves, a dyad ceases to exist.
D) none of these answer is correct.
E) all of these answers are correct.

Question Details
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24) Small groups usually consist of

24) _____

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A) at least three members.
B) 20 to 30 members.
C) at least eight members.
D) 10 to 20 members.
E) 14 to 18 members.

Question Details
Accessibility : Keyboard Navigation

25) The term "small group" can be used interchangeably with the term

25) _____

A) "collective."
B) "unit."
C) "team."
D) "clique."
E) "party."

Question Details
Accessibility : Keyboard Navigation

26) Communication that is mediated—via computers, telephones, and so forth—is thought to lack

26) _____

A) depth.
B) insight.
C) social presence.
D) character.
E) none of these answer is correct.

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Question Details
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27) The reasons that people give for joining groups reflect psychologist Wil Schutz's long recognized motivations for human interaction, which are one's need for

27) _____

A) inclusion, openness, and control.
B) inclusion, affiliation, and power.
C) security, self-esteem, and control.
D) belonging, openness, and self-actualization.
E) achievement, affiliation, and power.

Question Details
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28) A group that exists mainly to meet control needs, by solving all sorts of problems, is called a(n)

28) _____

A) committee.
B) quality control circle.
C) primary group.
D) secondary group.
E) ad hoc committee.

Question Details
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29) Which of the following most closely resembles a secondary group?

29) _____

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A) a sorority providing food and clothing to the victims of Hurricane Sandy
B) a gang
C) three friends who meet every Monday for coffee
D) five strangers playing basketball
E) none of these answer is correct.

Question Details
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30) Which of the following ethical standards does NOT contribute to effective group problem solving?

30) _____

A) Group members must be willing to share perspectives within the group.
B) Group members must treat their fellow members with respect.
C) Group members must rely on stereotypes to draw conclusions.
D) Group members must demonstrate a commitment to the group.
E) Group members use best critical thinking skills when evaluating information, ideas and proposals.

Question Details
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31) If a group member realizes that a suggested solution is faulty but chooses not to mention it to the rest of the group, then he or she is most likely violating the ethical standard that deals with

31) _____

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A) sharing ideas.
B) treating each other with respect.
C) using one's best critical thinking skills.
D) demonstrating commitment.
E) none of these answer is correct.

Question Details
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32) A participant-observer is

32) _____

A) an observer who focuses on the behaviors of individual participants.
B) a committee member who refrains from taking part in a meeting to be able to observe and give advice.
C) a group member who actively observes the group and adapts as necessary.
D) a consultant who can interrupt with comments and suggestions at any time.
E) all of these answers are correct.

Question Details
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FILL IN THE BLANK. Write the word or phrase that best completes each statement or answers the question.

33) If you dread participating in groups, you are most likely experiencing _____.

33) _____

Question Details
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34) The essence of a group is that members act _____ toward a common purpose and influence each other as part of a unit.

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34) _____

Question Details
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35) A _____ group refers to a group in which individual members perceive each other and are aware of each other as individuals when they interact.

35) _____

Question Details
Accessibility : Keyboard Navigation

36) _____ is the transactional process in which people simultaneously create, interpret, and negotiate shared meaning through their interaction.

36) _____

Question Details
Accessibility : Keyboard Navigation

37) _____ means that group members simultaneously send and receive verbal and nonverbal messages to and from one another.

37) _____

Question Details
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38) _____ groups always meet in person and never use any form of technology, whereas _____ groups never meet in person.

38) _____

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39) Rather than talking about face-to-face groups or virtual groups, we consider the degree to which groups use technology to do their work and develop _____.

39) _____

Question Details
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40) Primary groups are groups that are formed to meet the primary needs for _____ and openness.

40) _____

Question Details
Accessibility : Keyboard Navigation

41) _____ groups exist mainly to meet control needs and problem solving.

41) _____

Question Details
Accessibility : Keyboard Navigation

42) _____ groups exist to help members understand and address personal issues or problems.

42) _____

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43) A _____ is a secondary group whose members meet to understand and learn about a particular topic.

43) _____

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Question Details
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44) Even though a _____ committee continues indefinitely, its membership is usually changed regularly by election or appointment.

44) _____

Question Details
Accessibility : Keyboard Navigation

45) A _____ work team is a group of peers who manage their own work schedules and procedures within certain prescribed limits and who elect their own leader.

45) _____

Question Details
Accessibility : Keyboard Navigation

46) _____ refer to the rules or standards for right conduct or practice.

46) _____

Question Details
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ESSAY. Write your answer in the space provided or on a separate sheet of paper.
47) Explain why small groups are considered the most important social formation.

Question Details
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48) Explain the benefits of having a group, compared with individuals, tackle a problem.

Question Details
Accessibility : Keyboard Navigation

49) List the problems that are appropriate for a group and the ones that are suitable for an individual.

Question Details
Accessibility : Keyboard Navigation

50) Differentiate between a group and a small group.

Question Details
Accessibility : Keyboard Navigation

51) Explain the impact of technology on groups. Give an example of a positive and a negative impact.

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Question Details
Accessibility : Keyboard Navigation

52) Compare primary and secondary groups.

Question Details
Accessibility : Keyboard Navigation

53) Discuss the guidelines for ethical communication in small groups.

Question Details
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54) Describe an ad hoc or a standing committee. Explain whether a task force is an ad hoc or a standing committee.

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55) Who is a participant-observer? What is the role of a participant-observer in a group?

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Answer Key

Test name: CH01

1) TRUE
2) FALSE
3) TRUE
4) FALSE
5) FALSE
6) TRUE
7) FALSE
8) TRUE
9) TRUE
10) TRUE
11) FALSE
12) TRUE
13) FALSE
14) TRUE
15) C
16) D
17) D
18) E
19) C
20) B
21) D
22) D
23) E
24) A
25) C

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26) C
27) A
28) D
29) A
30) C
31) C
32) C
33) grouphate
34) interdependently
35) small
36) Communication
37) Small group communication
38) [Face-to-face, virtual]
39) relationships
40) inclusion
41) Secondary
42) Support
43) learning group
44) standing
45) self-managed
46) Ethics
47) Answers will vary.

48) Answers will vary.

49) Answers will vary.

50) Answers will vary.

51) Answers will vary.

52) Answers will vary.

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53) Answers will vary.

54) Answers will vary.

55) Answers will vary.

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