

(These items were developed by teachers for the Technical Skills Assessment. Below is a sample item for each program standard.)

Question 1 of 7

How is the relationship between different departments on the same organizational level described?

- A)** Hierarchical
- B)** Vertical
- C)** Line
- D)** Horizontal

Question 2 of 7

What information is available on a company's income statement?

- A)** Owner's equity
- B)** Profit
- C)** Assets
- D)** Overhead

Question 3 of 7

What is the concept of protecting a person's ideas called?

- A)** Copyright
- B)** Trademark
- C)** Intellectual property
- D)** Trade secrets

Question 4 of 7

What term refers to an individual who works for an organization, sometimes without pay, in order to gain work experience?

- A) Fulltime work
- B) Internship
- C) Contractor
- D) Consultant

Question 5 of 7

Which element is NOT a component of SWOT analysis?

- A) Opportunity
- B) Strength
- C) Time
- D) Weakness

Question 6 of 7

What type of hardware is used to generate business communications and reports?

- A) Copier
- B) Laptop
- C) Facsimile
- D) Scanner

Question 7 of 7

Which item is NOT a barrier to quality business communications?

- A) Feedback
- B) Distractions
- C) Culture
- D) Emotion

Business Management Sample Test Answer Key

Question	Answer
1.	D
2.	B
3.	C
4.	B
5.	C
6.	B
7.	A