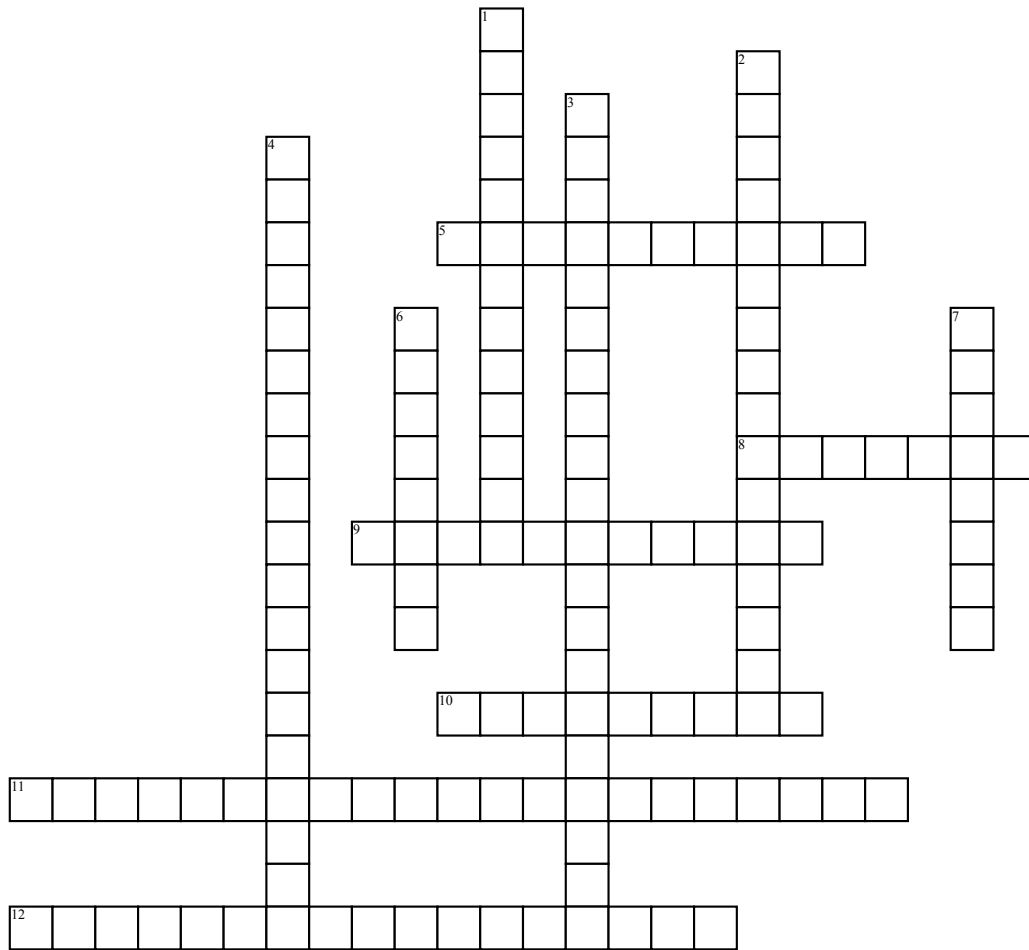


Planning, Organizing, Leading, and Controlling Crossword Puzzle



Across

5. Organizational structure that distributes human resources to make sure the objective is accomplished.
 8. Social and informal sources used to influence and inspire others to do something.
 9. Makes sure that performance does not stray from standards.
 10. Outlines the task, responsibilities, and duties to get job done successfully.

11. To be aware of the critical contingencies within organization.
 12. Examines competitive opportunities, threats, strengths and weaknesses of the organization.

Down

1. To satisfy employee at work.
 2. Planning made to make relatively concrete and specific means to execute the strategic plan.
 3. Decisions made about the structure of an organization.

4. Subunit goals and objectives and specifies ways to achieve them.
 6. Working together to complete task.
 7. To set objectives and determine a course of action to achieve the purpose.

Word Bank

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|----------------------|--------------------|------------------------|
| Job design | Job enrichment | Environmental scanning |
| Leading | Planning | Tactical planning |
| Teamwork | Strategic planning | Organizational design |
| Operational planning | Organizing | Controlling |