

BBB 0101/1101: PRINCIPLES OF MANAGEMENT

TIME: 8.30am – 10.30am

INSTRUCTIONS

Answer Question One (Compulsory) and any other Two questions.

Question One

- a) Define the term Management by Objectives. (2mks)
- b) Motivation is an important element that contributes to employees' productivity. Explain five factors that management in an organization can use for motivating its employees. (10mks)
- c) Explain four merits of organization charts in an organization. (8mks)
- d) Describe five characteristics of management. (10mks)

Question Two

- a) Employees in an organization do not always embrace change. Explain five reasons for resistance to change. (10mks)
- b) Outline five characteristics of sound plans. (5mks)

Question Three

- a) Corporate Social Responsibility is vital for any growing organization. Explain five of its benefits. (10mks)
- b) Outline five qualities of a good leader (5mks)

Question Four

- a) Explain five considerations that a manager should make when delegating authority. (10mks)
- b) Outline five drawbacks of scientific approach to management. (5mks)

Question Five

- a) Henry Fayol identified fourteen principles that can be applied to management. Explain five of these principles. (10mks)

b) Explain five demerits of functional organizations. (5mks)