



Machakos University College

(A Constituent College of Kenyatta University)

University Examinations 2013/2014 Academic Year

SCHOOL OF BUSINESS AND ECONOMICS

DEPARTMENT OF BUSINESS ENTREPRENEURSHIP AND MANAGEMENT STUDIES

**EXAMINATION FOR THE DEGREE OF MASTERS IN BUSINESS
ADMINISTRATION**

BBA 500: MANAGERIAL FUNCTIONS

DATE: 11/8/2014

TIME: 11:30 - 1.30 Pm

INSTRUCTIONS:

ANSWER QUESTION ONE AND ANY OTHER THREE QUESTIONS

- 1 (a) Explain in details the significance of planning function to an organization. (5 marks)
- (b) Elaborate on the principles which would guide you while carrying out the organizing Function. (5 marks)
- (c) What objectives would you be out to achieve while carrying out staff performance appraisal. (5 marks)
- (d) Analyse the process of directing as a managerial function. (5 marks)
- (e) As a management expert, what qualities would you advocate to be exhibited by good supervisors? (5 marks)
- 2 (a) Coordination is the essence of management. Elaborate this statement by explaining how coordination affects all managerial functions. (10 marks)
- (b) What principles will guide any manager while carrying out coordination function (10 marks)
- 3 (a) Elaborate the major steps which are undertaken in the controlling process. (8 marks)
- (b) Identify and explain in details the three phases of controlling function. (12 marks)
- 4 (a) Some philosophers call direction, “the life spark on an enterprise”, Elaborate this statement detailing the benefits direction provides to organisations. (6 marks)
- (b) Identify and briefly explain the four elements of direction function. (14 marks)
- 5 (a) Draw a comparison between the roles of a manager and a leader, explaining how they enhance each other. (10 marks)

- (b) In reference to theories of leadership, explain the factors which may lead to effective leadership. (10 marks)