



MACHAKOS UNIVERSITY

University Examinations for 2017/2018 Academic Year

SCHOOL OF BUSINESS AND ECONOMICS

DEPARTMENT OF BANKING, ACCOUNTING & FINANCE

FIRST YEAR FIRST SEMESTER EXAMINATION FOR DIPLOMA IN
ACCOUNTANCY

DACC 107: PRINCIPLES AND PRACTICE OF MANAGEMENT

DATE: 15/12/2017

TIME: 8:30 – 10:30 AM

INSTRUCTIONS:

Answer Question One and Any Other Two Questions

QUESTION ONE (COMPULSORY) (30 MARKS)

- a) Explain three differences between power and authority (6mrks)
- b) Explain the following principles(8mrks)
 - i) Scalar chain
 - ii) Unity of command
 - iii) Equity
 - iv) initiative
- c) Outline two reasons that management is an art (4 marks)
- d) Explain four functions of top management in an organization (8 marks)
- e) State four qualities of a good objective (4 marks)

QUESTION TWO (20 MARKS)

- a) Outline four benefits of training employees in an organization. (4 marks)
- b) Explain four advantages of each of the following methods of recruitment of staff in an organization
 - i) Internal recruitment (8 marks)
 - ii) External recruitment (8 marks)

QUESTION TWO (20 MARKS)

- a) Outline five principles of bureaucracy as expounded by Max Weber. (10 marks)
- b) Explain five advantages of departmentation by location (10 marks)

QUESTION FOUR (20 MARKS)

- a) Describe Maslow's hierarchy of needs theory and its application in an organization. (10 marks)
- b) Explain five factors that are necessary for effective supervision. (10 marks)

QUESTION FIVE (20 MARKS)

- a) Explain five reasons for a manager to be reluctant to delegate to subordinates (10 marks)
- b) Explain five benefits of performance appraisal to an organization (10 marks)