



MACHAKOS UNIVERSITY COLLEGE

(A Constituent College of Kenyatta University)
University Examinations for 2015/2016 Academic Year

SCHOOL OF ENGINEERING AND TECHNOLOGY

DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING

FIRST SEMESTER EXAMINATION FOR CERTIFICATE IN ELECTRICAL AND
ELECTRONICS ENGINEERING

EPC 202: WORKSKHOP ORGANIZATION AND MANAGEMENT I

DATE: 2/8/2016

TIME: 8:30 – 10:30 AM

INSTRUCTIONS

Answer Question One in Section A And Any Two Questions In Section B

SECTION A (COMPULSORY)

1. a) List Ten management principles by Henri Fayol (10 marks)
- b) Explain briefly each of the above principles (10 marks)
- c) Explain 3 of the approaches to management (5 marks)
- d) Name and describe 3 levels of management (5 marks)

SECTION B: ANSWER ANY OTHER TWO QUESTIONS

2. a) i) Name three types of leadership (3 marks)
- ii) Describe the three types of leadership showing their advantages. (6 marks)
- b) Draw and explain Maslow's Hierarchy of needs (7 marks)
- c) What is Motivation and how does it apply in work situation (4 marks)

3. a) Define planning (2 marks)
- b) Describe the five objectives of production planning and control. (10 marks)
- c) Draw and explain the Matrix organizational structure (8 marks)
4. a) (i) Define Production (2 marks)
- ii) Explain three of the six stages in production (6 marks)
- b) i Draw the divisions of production structure (9 marks)
- c) Name three important elements in production planning and control (3 marks)
5. a) List five activities of the planning functions (5 marks)
- b) Describe the usefulness of the five control functions activities (5 marks)
- c i) List five documents used in production and control (5 marks)
- ii) Describe the uses of the five documents mentioned above. (5 marks)