



MACHAKOS UNIVERSITY

University Examinations for 2018/2019 Academic Year

SCHOOL OF BUSINESS AND ECONOMICS

DEPARTMENT OF BUSINESS ADMINISTRATION

**SPECIAL/SUPPLEMENTARY EXAMINATION FOR DIPLOMA IN SUPPLY CHAIN
MANAGEMENT**

BBA 030: PRINCIPLES AND PRACTICE OF MANAGEMENT

DATE: 27/9/2019

TIME: 2.00-4.00 PM

INSTRUCTIONS

Answer Question One and Any Other Two Questions

QUESTION ONE IS COMPULSORY, CHOOSE ANY OTHER TWO.

- a) Management principles are important statements of truth that guides thoughts and reasons why management can be termed as an art. (10 marks)
- b) Explain the reason why principles of management are needed in all organizations. (5 marks)
- c) Management is viewed in different forms and thus be regarded as an art. Explain five reasons why management can be termed as an art. (10 marks)

QUESTION TWO (20 MARKS)

- a) Policies are statements that guide subordinate in thinking in their duties. Explain the benefits of policies in an organization. (10 marks)
- b) A company plans to determine a head of time what is to be done in future. Describe the characteristics of planning in an organization. (10 marks)

QUESTION THREE (20 MARKS)

- a) Explain any **FIVE** uses of carrying out job analysis to the Quick Ltd. Company (10 marks)
- b) Staffing includes providing the needed human resource to an organization. Explain why human resource planning is important. (10 marks)

QUESTION FOUR (20MARKS)

- a) Explain the principals of direction as used by the managers in increasing their efficiency. (10 marks)
- b) In directing people are told what to do it to the best of their knowledge. Describe the five major techniques of directing. (10 marks)

QUESTION FIVE (20MARKS)

- a) Quality management means success to the organizations. Explain the reasons why many managers think Quality Management is important. (10 marks)
- b) Managers need to understand the differences between these two terminologies. Explain the difference between Management and leadership. (10 marks)