



MACHAKOS UNIVERSITY COLLEGE

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

SCHOOL OF BUSINESS AND ECONOMICS

DEPARTMENT OF BUSINESS ENTREPRENEURSHIP AND MANAGEMENT SCIENCES

SECOND SEMESTER EXAMINATION FOR DEGREE IN BACHELOR OF COMMERCE

BBA 102: PRINCIPLES AND PRACTICE OF MANAGEMENT

Date: 14/04/2016

Time: 2 HOURS

INSTRUCTIONS

Answer Question One and Any Other TWO Questions

QUESTION ONE

- a) Scientific management theories form the foundation of modern management practices. Using appropriate examples outline five contributions of F.W Taylor to modern management practices (10 marks)
- b. Distinguish between power and authority. (4 marks)
- c) Identify and explain two sources of managerial power. (4 marks)
- d. What skills should manager possess in order to overcome difficulties faced in an organization (4 marks)
- e. Describe the steps followed in employee selection process. (4 marks)
- f. A manager is a person who seeks to achieve organisational goals through other people. One way in which a manager can achieve this objective is through effective and efficient control system. Explain the characteristics of an effective and efficient control system. (4 marks)

QUESTION TWO

- a. Managers play many roles in an organization. Giving appropriate examples explain the roles of managers as proposed by Henry Mintzberg (15 marks)
- b. Outline five characteristics of successful managers (5 marks)

QUESTION THREE

- a) Explain any four types of organizational structures outlining three advantages and disadvantages of each (20 marks)

QUESTION FOUR

- a) Giving appropriate examples write brief notes on the following types of decisions
 - i. Individual decisions (2 marks)
 - ii. Personal decisions (2 marks)
 - iii. Strategic decisions (2 marks)
 - iv. Operational decisions (2 marks)
- b) Communication is a key practice in most of the organizations. Discuss this statement giving relevant examples (12 marks)

QUESTION FIVE

- a) Discuss the major steps in planning (12 marks)
- b) Discuss the following theories of leadership
 - i. Contingency theory (2 marks)
 - ii. Theory x and y (2 marks)
 - iii. Trait theory (2 marks)
 - iv. Human relation theory (2 marks)