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**UNIVERSITY EXAMINATIONS**  
**SPECIAL/ SUPPLEMENTARY EXAMINATION**

**2022/2023 ACADEMIC YEAR**

**SECOND YEAR FIRST SEMESTER**

**FOR THE DEGREE OF BACHELOR OF EDUCATION (ARTS)**

**COURSE CODE: BBM 211**

**COURSE TITLE: PRINCIPLES OF MANAGEMENT**

**DATE: 02/08/2023 TIME: 11:00AM-1:00PM**

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**INSTRUCTIONS TO CANDIDATES**

- 1) Answer Question **ONE**(Compulsory) and **ANY OTHER TWO** Questions
  - 2) Candidates must hand in their answer booklets to the invigilator while in the examination room
  - 3) Credit is given for legibility, clarity and use of relevant examples
  - 4) Question **ONE** is **30 marks** while Questions **2-5** carry **20 marks** each
  - 5) Clearly write your **Registration Number** on each answer sheet used
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**TIME: 2 Hours**

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**QUESTIONS : SECTION A**

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### QUESTION ONE

- (a) Management is a process. Explain this statement (10mks)
- (b) Describe **FIVE** benefits of effective coordination to an organization(10mks)
- (c) Human relations theory, developed by Elton Mayo and his assistants is a powerful management tool today. With reference to the above statement, explain**FIVE** attributes of good human relations in a work place (10mks)

### QUESTIONS : SECTION B

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#### QUESTION TWO

- (a) Analyze **FIVE** similarities between F.W Taylor and Henri Fayol theories of management (10mks)
- (b) Discuss five characteristics of bureaucratic organizations according to Max Weber(10mks)

#### QUESTION THREE

- (a) Evaluate **FIVE** advantages of a functional structure to an organization (10mks)
- (b) Despite the benefits associated with planning, some managers are reluctant to plan. Explainthe reasons that might account for this reluctance (6mks)
  - (a) Explain **FOUR** interactions between planning and controlling (4mks)

#### QUESTION FOUR

- (a) Distinguish between the following terms:
  - (i) 'Leadership' and 'Management' (5mks)
  - (ii) 'Policy and Procedure' (5mks)
- (a) Evaluate **FIVE** managerial control techniques that might be used by an organization (10mks)

#### QUESTION FIVE

- (a) Citing relevant examples, explain three types of needs as advanced by the McClelland human motivation theory (6mks)
- (b) Evaluate **FOUR** barriers that might hinder effective delegation (8mks)
- (c) Describe **SIX** strategic activities of top management in an organization (6mks)