

CO-OPERATIVE UNIVERSITY COLLEGE OF KENYA
DIPLOMA IN BUSINESS ADMINISTRATION
CMBA 1102: PRINCIPLES OF MANAGEMENT- E-LEARNING
YEAR I SEMESTER 1
JANUARY-APRIL 2016 SEMESTER
APRIL 2016 EXAMINATIONS

INSTRUCTIONS

1. Answer Question One and any other Two Questions
2. Time: 2 Hours

QUESTION ONE

- a) Define management and discuss in detail the various management functions. [10 Marks]
- b) Substantiate the meaning of management highlighting the core activities involved in management (5marks)
- c) Discuss the levels involved in management and complementary skills necessary for each level (10marks)
- d) What would you suggest as some of the essentials for effective delegation (5marks)

QUESTION TWO

- a) Discuss two main theories of leadership, highlighting their assumption and how best they could be used to foster better leadership (10marks)
- b) Highlight the principles of planning (10marks)

QUESTION THREE

- a) Groups can be either be formal or informal, describe the different stages of group will go through to develop pointing out the factors that can help cohesiveness to develop in a group (10marks)
- b) Discuss at least five styles of leadership (10marks)

QUESTION FOUR

- a) Organization in its dynamic sense is considered as a basic function of management. Discuss the importance and the elements of management (10marks)

- b) Describe the nature of management that makes management a universal practice (10marks)

QUESTION FIVE

- a) State and briefly explain five common roles of a manager (10 marks)
- b) Discuss five benefits of planning (10 marks)