

The Co-operative University of Kenya

END OF SEMESTER EXAMINATION DECEMBER-2018

**EXAMINATION FOR THE DEGREE OF BACHELOR OF CO-OPERATIVE
BUSINESS**

UNIT CODE: HCOB 2106

**UNIT TITLE: PRINCIPLES AND PRACTICE OF MANAGEMENT/PRINCIPLES
OF MANAGEMENT**

DATE: DECEMBER, 2018

TIME:

INSTRUCTIONS:

- Answer question **ONE (compulsory)** and any other **TWO** questions

QUESTION ONE

- (a) Describe the **THREE** main types of leadership (6 marks)
- (b) Differentiate between external and internal environment (6 marks)
- (c) Explain any **FOUR** concepts of management (4 marks)
- (d) Differentiate between a manager and a leader (4 marks)
- (e) Outline any **THREE** types of plans found in an organization (3 marks)
- (f) Differentiate between centralization and decentralization (3 marks)
- (g) Define the term management (2 marks)

QUESTION TWO

- (a) Explain any **FIVE** management theories (10 marks)
- (b) Despite the fact that scholars of management have not agreed fully on what motivates people, there is a general consensus what motivates them. In line with the statement, Explain any **FIVE** motivating factors found in an organization (10 marks)

QUESTION THREE

- (a) With aid of a well labeled diagram, describe an organizational chart of a company of your choice (8 marks)
- (b) Using examples in each case differentiate between formal and informal group (12 marks)

QUESTION FOUR

- (a) Management is the process of planning, organizing, leading, controlling and evaluation. Explain each of the functions as relates in management (12 marks)
- (b) Describe Mc Gregors Model of motivation (8 marks)

QUESTION FIVE

- (a) State any **FOUR** characteristics of management (4 marks)
- (b) Explain any **FOUR** roles and any **THREE** skills that a manager should have while performing his/her duties in an organization (16 marks)