



# TECHNICAL UNIVERSITY OF MOMBASA

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SCHOOL OF BUSINESS

DEPARTMENT OF BUSINESS ADMINISTRATION

**UNIVERSITY EXAMINATION FOR:**

**CERTIFICATE IN BUSINESS MANAGEMENT**

**BMG 1102: BUSINESS MANAGEMENT**

**END OF SEMESTER EXAMINATION**

**SERIES: DECEMBER 2016**

**TIME: 2 HOURS**

**DATE:** Pick Date Dec 2016

## **Instructions to Candidates**

You should have the following for this examination

-Answer Booklet, examination pass and student ID

This paper consists of **FIVE** questions. Attempt any **THREE** questions.

**Do not write on the question paper.**

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## **Question ONE**

(a) State and briefly explain four of Henry Fayol's principles of Management

(12 Marks)

Mention and briefly explain five characteristics of an innovative culture

(10 Marks)

(b) Explain the following management functions

(8 Marks)

**Planning**

**Organizing**

**Coordinating**

**Leading**

**Controlling**

**Question TWO**

(a) Mention and briefly explain the three levels of management and mention any three tasks carried out at each level

(12 Marks)

(b) Mention and briefly explain four skills necessary for managers as they carry out their day to day duties

(8 Marks)

**Question THREE**

(a) Mention and briefly explain any five current issues/trends affecting today's Business operations in Kenya

(10 Marks)

(b) Mention and briefly explain any five characteristics / Nature of management

(10 Marks)

**Question FOUR**

(a) Explain the term Universality of Management to anyone who is not a manager to understand

(5 Marks)

(b) Is Management an art or a science; Explain this statement

(10 Marks)

(c) Differentiate between the terms "Management" and "Administration"

(5 Marks)

**Question FIVE**

(a) Mention and Explain three Decision making styles

(6 Marks)

(b) Mention and briefly explain three styles of leadership

(6 Marks)

(c) Mention and briefly explain four types of power exercised by managers as they carry out their functions

(8 Marks)