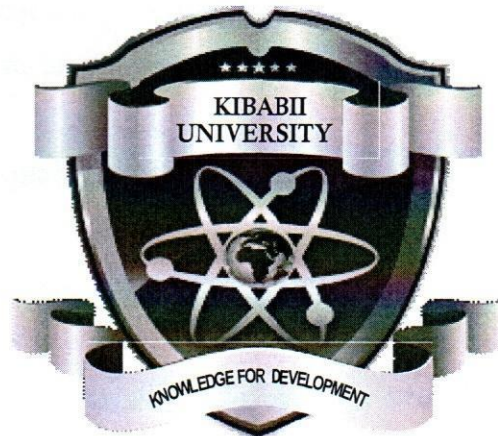


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KIBABII UNIVERSITY



UNIVERSITY EXAMINATIONS

**2021/2022 ACADEMIC YEAR
FIRST YEAR FIRST SEMESTER
MAIN EXAMINATION**

**FOR THE CERTIFICATE OF BUSINESS MANAGEMENT
COURSE CODE: CBA 100
COURSE TITLE: ELEMENTS OF MANAGEMENT**

DATE: 04/02/2022

TIME: 2.00 PM – 4.00PM

INSTRUCTION TO CANDIDATES

- 1) The paper contains **FIVE** questions
- 2) Attempt **THREE** questions
- 3) Question **ONE** is Compulsory

TIME: 2 Hours

KIBU observes ZERO tolerance to examination cheating

QUESTION ONE (30 marks)

- a) Define management and state its importance (7 marks)
- b) Is management an art or a science? Support your answer with enough literature (8 marks)
- c) State and explain the major management objectives you know (10mks)
- d) What are the contemporary issues in management (5 marks)

QUESTION TWO

- a) Management is a crucial factor in any organization, outline the major management functions (12 marks)
- b) Briefly outline the major managerial levels available in business today and state the functions of each level (8 marks)

QUESTION THREE

- a) Outline and explain in detail the 14 principles of management as indicated by Henry Fayol (14 marks)
- b) Management is a complex topic that tends to merge various functions and operations, discuss some of the challenges encountered by managers in their day to day operations (6 marks)

QUESTION FOUR

- a) Many scientists have contributed to the field of management in a range of theories, briefly state the contribution of friedrick taylor to the field of management (10 marks)
- b) Managers need not only training but adequate skills that will help them govern an organization, state and explain such skills in brief (10 marks)

QUESTION FIVE

- a) Highlight the contents of the planning function of management (10 marks)
- b) Differentiate between a manager and a leader (10 marks)