

**W1-2-60-1-6**

**JOMO KENYATTA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY**

**University Examinations 2018/2019**

**FIRST YEAR FIRST SEMESTER EXAMINATION FOR THE DEGREE OF BACHELOR OF PUBLIC ADMINISTRATION AND LEADERSHIP**

**HPG 2206: PRINCIPLES OF MANAGEMENT**

**DATE: DECEMBER, 2018 TIME: 2 HOURS**

INSTRUCTIONS: ANSWER QUESTION ONE COMPULSORY AND ANY OTHER TWO QUESTIONS

**QUESTION ONE: 30 MARKS**

a. “The administrative school has made significant contributions to the field of management and some principles are still applicable to modern organization”. Discuss this statement with the use of examples. (10 marks)

b. Identify and explain the managerial skills that a manager should possess in order to successfully perform his duties. (10 marks)

c. Discuss the problems facing the management of public organization in Kenya today. (10 marks)

**QUESTION TWO: 20 MARKS**

a. Organization are becoming increasingly influenced by their external environment. In what ways does the understanding of the external environmental factors enable mangers to make better decisions? (10 marks)

b. Distinguish between Centralization and Decentralization and explain five factors that affect the degree of centralization and decentralization.

(10 marks)

**QUESTION THREE: 20 MARKS**

The art of successful delegation does not come easily to managers, and many have

often performed some tasks themselves instead of delegating .

a. Outline the factors that influence a manager’s decision to delegate authority and assign duties to subordinates. (10 marks)

b. Identify and explain the major barriers to effective delegation. (10 marks)

**QUESTION FOUR: 20 MARKS**

a. Discuss the importance of effective communication in organization.

(10 marks)

b. Explain the major steps in an ideal decision making process. (10 marks)