

CHUKA



UNIVERSITY

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EXAMINATION FOR THE AWARD OF DIPLOMA
IN PROJECT PLANNING AND MANAGEMENT

PPMA 0126: PROJECT MANAGEMENT REPORTS

STREAMS: DIP.PPMA

DAY/DATE: FRIDAY 09/7/2021

TIME: 2 HOURS

11.30 A.M. – 1.30 P.M.

INSTRUCTIONS: Answer question ONE and any other TWO questions

QUESTION ONE (30 MARKS)

- (a) Explain any five objectives of a status report [10 marks]
- (b) Use appropriate examples to describe five ways in which project reports can be used [10 marks]
- (c) Identify and explain characteristics of projects [10 marks]

SECTION B

QUESTION TWO (20 MARKS)

- (a) Explain any five attributes of quality reports [10 marks]
- (b) Describe five factors that may lead to disapproval or rejection of a project report [10 marks]

QUESTION THREE (20 MARKS)

- (a) Use examples to explain challenges that may be faced by project team during project reporting process [10 marks]
- (b) Use examples to explain the common features of a project [10 marks]

QUESTION FOUR (20 MARKS)

- (a) State and explain five phases in a project life cycle [10 marks]
- (b) Discuss challenges the project team is likely to face when monitoring and evaluating projects [10 marks]

QUESTION FIVE (20 MARKS)

- (a) Explain any five best practices that are considered by the project team for a successful reporting process. [10 marks]
- (b) Explain any five types of project reports commonly used by organizations [10 marks]
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