

**CHUKA**



**UNIVERSITY**

**SUPPLEMENTARY/ SPECIAL EXAMINATIONS**

**EXAMINATION FOR THE AWARD OF  
CERTIFICATE IN BUSINESS MANAGEMENT**

**CIBM 00113: PRINCIPLES OF MANAGEMENT**

**STREAMS: CIBM**

**TIME: 2 HOURS**

**DAY/DATE: MONDAY 01/02/2021**

**2.30 PM – 4.30 PM**

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**INSTRUCTIONS:**

**Answer question one and any other two**

- 1) a) Explain the term management and state its importance to the organization. (6 marks)
- b) Identify any ten principles of management by Henry Fayol. (10 marks)
- c) Management skills are of importance to managers, briefly discuss 3 management skills. (6 marks)
- d) Explain why managers delegates authority. (4marks)
- e) Discuss importance of controlling function of management. (4 marks)
- 2) a) Explain what is planning and its importance the organization. (10 marks)
- b) Discuss five types of plans. (10 marks)
- 3) a) State the four roles of a manager. (4 marks)
- b) Discus different levels of management. (6 marks)
- c) What is organizing, explain 4 importance of organizing. (10 marks)

4) a) Define the term leadership, discuss three types of leadership styles that can be used by managers. (8 marks)

b) State traits of a successful leader. (6 marks)

(c) State 6 barriers to planning. (6 marks)

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