

**CHUKA**



**UNIVERSITY**

**UNIVERSITY EXAMINATIONS**

**EXAMINATION FOR THE AWARD OF DIPLOMA IN PROJECT PLANNING AND  
MANAGEMENT**

**PPMA 0126: PROJECT MANAGEMENT REPORTS**

**STREAMS: DIP. CDEV**

**TIME: 2 HOURS**

**DAY/DATE: FRIDAY 06/12/2019**

**2.30 P.M. – 4.30 P.M.**

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**INSTRUCTIONS:**

- Answer question ONE and any other TWO questions.

**SECTION A**

**QUESTION ONE (30 MNMARKS)**

- (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) Discuss the key components/topics contained in the final project report. (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) Differentiate efficiency from effectiveness. (4 marks)

- (c) Explain any three benefits of planning in project management. (6 marks)

**QUESTION FOUR (20 MARKS)**

- (a) State and explain five phases of 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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