



PENINSULA
COLLEGE
GEORGETOWN DK266-03(P)

FINAL EXAMINATION

Semester	:	SEPTEMBER 2024 SEMESTER
Programme Name	:	DIPLOMA IN BUSINESS STUDIES DIPLOMA IN E-BUSINESS TECHNOLOGY DIPLOMA OF ACCOUNTANCY DIPLOMA IN LOGISTIC MANAGEMENT
Course Code & Name	:	DBBM3013 DEB1133 INTRODUCTION TO MANAGEMENT
Duration	:	3 HOURS

INSTRUCTIONS TO CANDIDATES:

1. Please read the instructions given in the question paper **CAREFULLY**.
2. The question paper consists of **FOUR (4)** questions.
3. Answer **ALL** questions in the question paper.
4. Answers to the questions are to be written into the examination booklet.
5. Electronic dictionaries, lecture notes, files or any unauthorised materials except writing equipment are strictly prohibited.

This question paper must be submitted along with all used and/or unused rough papers and/ or graph papers (if any). Candidates are **NOT ALLOWED** to take any examination paper(s) used or unused out of the examination hall.

WARNING:

The Examination Board of Peninsula College Georgetown regards cheating as a very serious offence and will not hesitate to mete out the appropriate punitive actions according to the severity of the offence committed, and in accordance with the clauses stipulated in the Students' Handbook, up to and including expulsion from Peninsula College Georgetown.

(This booklet contains 3 printed pages including this page)

DO NOT OPEN THIS BOOKLET UNTIL YOU ARE ALLOWED TO DO SO

Answer **ALL** questions on the separate sheet provided.

[100 marks]

1.

Organizing is the function of management that involves developing an organizational structure and allocating human resources to ensure the accomplishment of objectives.

Based on the above concept, answer the following:

- a) Identify activities involved in organizing and show **ONE (1)** example. (5 marks)
- b) Is organizing important for a company? State **FOUR (4)** evidence to justify your stand. (12 marks)
- b) Distinguish between formal and informal organizational structure. (8 marks)
- Total: [25 marks]

2.

Controlling involves ensuring that performance does not deviate from standards

Based on the above statement, answer the following:

- a) List and explain **FIVE (5)** important reasons for implementing exercise controls within an organization. (10 marks)
- b) Draw a chart to describe the different levels of control. (10 marks)
- c) List **FIVE (5)** principles of effective controlling. (5 marks)
- Total: [25 marks]
3. a) Recommend **FIVE (5)** methods to improve decision making. (5 marks)
- b) Identify **FOUR (4)** decision-making models which can help you effectively choose solutions to challenges. (8 marks)
- c) Draw a diagram to explain the **SIX (6)** decision-making process with examples. (12 marks)
- Total: [25 marks]

4. a)

The trait theory of leadership assumes that people inherit certain qualities & traits which make them better and suit to leadership.

Referring to the above theory, analyse the Big Five personality traits with suitable examples. (10 marks)

b) Examine **FIVE (5)** sources of power and provide examples for each. (15 marks)
Total: [25 marks]

- END OF QUESTIONS -