

Name: _____ Index No. _____ /

1410/203
PROJECT DEVELOPMENT MANAGEMENT,
ECONOMICS AND ADMINISTRATION
June/July 2012
Time: 3 hours

Candidate's Signature _____

Date: _____



THE KENYA NATIONAL EXAMINATIONS COUNCIL

NATIONAL CERTIFICATE IN SOCIAL DEVELOPMENT

**PROJECT DEVELOPMENT MANAGEMENT,
ECONOMICS AND ADMINISTRATION**

3 hours

INSTRUCTIONS TO CANDIDATES

Write your name and index number in the spaces provided above
Sign and write the date of the examination in the spaces provided above.
This paper consists of TWO sections, A and B.
Answer ALL the questions in BOTH sections.
Answers to both section A or B must be written in the spaces provided in this booklet.
Do not remove any pages from this booklet.

For Examiner's Use Only

SECTION A

Question	1	2	3	4	5	6	7	8	9	10	Total
Marks											

SECTION B

Question	11	12	13	Total	Grand Total
Marks					

This paper consists of 8 printed pages.

Candidates should check the question paper to ascertain that all the pages are printed as indicated and that no questions are missing.

SECTION A: (40 marks)

Answer ALL questions from this section in the spaces provided.

1. Highlight **four** common obstacles in project management. (4 marks)

(i) _____

(ii) _____

(iii) _____

(iv) _____

2. Distinguish between dictatorial and laissez-faire leadership: (4 marks)

(i) dictatorial leadership;

(ii) laissez-faire leadership.

3. State **four** uses of economics to a social worker. (4 marks)

(i) _____

(ii) _____

(iii) _____

(iv) _____

4. Distinguish between management and administration. (4 marks)

(i) management;

(ii) administration.

5. Highlight four advantages of budgetary control to an organization. (4 marks)

(i) _____

(ii) _____

(iii) _____

(iv) _____

6. List six emerging trends that are being observed in the communication sector in Kenya. (3 marks)

(i) _____

(ii) _____

(iii) _____

(iv) _____

(v) _____

(vi) _____

7. (a) Explain the term natural resource. (2 marks)

(b) Explain three elements of a project master plan. (3 marks)

(i) _____

(ii) _____

(iii) _____

8. State four factors that affect change in demand in a country. (4 marks)

(i) _____

(ii) _____

(iii) _____

(iv) _____

9. Explain four reasons for measuring national income to a country.

(4 marks)

(i) _____

(ii) - _____

(iii) _____

(iv) _____

10. Explain four reasons that make it necessary for organizations to evaluate their projects.

(4 marks)

(i) _____

(ii) _____

(iii) _____

(iv) _____

SECTION B: (60 marks)

Answer ALL questions in this section in the spaces provided.

11. State five negative effects of inflation to the society.

(10 marks)

- (i) _____

- (ii) _____

- (iii) _____

- (iv) _____

- (v) _____

(b) List and explain five sources of public revenues.

(10 marks)

- (i) _____

- (ii) _____

- (iii) _____

- (iv) _____

- (v) _____

12. (a) Describe the proforma invoice by stating the pieces of information contained in it. (10 marks)

(i) _____

(ii) _____

(iii) _____

(iv) _____

(v) _____

(b) State five factors that are addressed in project feasibility study. (10 marks)

(i) _____

(ii) _____

(iii) _____

(iv) _____

(v) _____

13. (a) (i) Explain the term filing. (2 marks)

(ii) State four characteristics of a good filing system. (8 marks)

I _____

II _____

III _____

IV _____

13. (b) Explain five positive desired socio-economic changes brought by the formation of co-operative societies. (10 marks)

(i) _____

(ii) _____

(iii) _____

(iv) _____

(v) _____
