



ATD LEVEL II

PILOT PAPER

PRINCIPLES OF MANAGEMENT

December 2021.

Time Allowed: 3 hours.

Answer any FIVE questions.

ALL questions carry equal marks.

QUESTION ONE

- (a) Explain five benefits of planning in an organisation. (10 marks)
 - (b) Examine five the benefits of “poaching” as a method of recruitment. (10 marks)
- (Total: 20 marks)**

QUESTION TWO

- (a) Summarise five measures to be taken to ensure effective delegation in an organisation. (10 marks)
 - (b) Explain five reasons that may make plans to fail to achieve the intended objectives. (10 marks)
- (Total: 20 marks)**

QUESTION THREE

- (a) Explain five sources of intrinsic motivation. (10 marks)
 - (b) Illustrate five merits of employees training in an organisation. (10 marks)
- (Total: 20 marks)**

QUESTION FOUR

- (a) Outline five traits that could define an effective leader. (10 marks)
 - (b) Explain five functions of a supervisor in an organisation. (10 marks)
- (Total: 20 marks)**

QUESTION FIVE

- (a) Explain five essentials of an effective control system. (10 marks)
 - (b) Examine the benefits of using committees in decision-making. (10 marks)
- (Total: 20 marks)**

QUESTION SIX

- (a) Evaluate the benefits that may accrue to an organisation from applying bureaucratic principles as advocated by Max Weber. (10 marks)
 - (b) Outline five merits of recruiting employees internally. (10 marks)
- (Total: 20 marks)**

QUESTION SEVEN

- (a) Identify five characteristics of management. (10 marks)
 - (b) Analyse five benefits that may accrue from effective delegation. (10 marks)
- (Total: 20 marks)**

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