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**GARISSA UNIVERSITY**

**UNIVERSITY EXAMINATION 2020/2021 ACADEMIC YEAR TWO**

**SECOND SEMESTER EXAMINATION**

**SCHOOL OF SCHOOL OF EDUCATION, ARTS AND SOCIAL SCIENCES**

**FOR THE DIPLOMA IN PUBLIC ADMINISTRATION**

**COURSE CODE: DPA 12**

**COURSE TITLE: INTRODUCTION TO MANAGEMENT PRINCIPLES**

**EXAMINATION DURATION: 2 HOURS**

**DATE: 25/08/2021 TIME: 12.00-2.00 PM**

**INSTRUCTION TO CANDIDATES**

* **The examination has FIVE (5) questions**
* **Question ONE (1) is COMPULSORY**
* **Choose any other TWO (2) questions from the remaining FOUR (4) questions**
* **Use sketch diagrams to illustrate your answer whenever necessary**
* **Do not carry mobile phones or any other written materials in examination room**
* **Do not write on this paper**

**This paper consists of TWO (2) printed pages *please turn over***

**QUESTION ONE (COMPULSORY)**

1. Define the following terms with regard to Public Administration.
2. Organization (3 marks)
3. Administration (3 marks)
4. Management (4 marks)
5. Discuss various management principles as illustrated by Henri Fayol. (20 marks)

**QUESTION TWO**

Discuss scientific Management Theory propounded by Fredric Taylor. (20 marks)

**QUESTION THREE**

1. Discuss the differences between Management and Administration. (10 marks)
2. Identify and briefly explain any three theories that explain the following concepts: Organization, Administration and Management. (10 marks)

**QUESTION FOUR**

Discuss the functions of management applicable to Public Administration. (20 marks)

**QUESTION FIVE**

Discuss the aims of scientific Management as envisaged in Public Administration. (20 marks)