



END OF SECOND SEMESTER TAKE- HOME EXAMINATION
DEPARTMENT OF MANAGEMENT AND GENERAL STUDIES
BACHELOR OF BUSINESS ADMINISTRATION

Level 100: (January Admission)

CSBG 129: INTRODUCTION TO BUSINESS ADMINISTRATION

June, 2020

70 Marks **Date: 30th June – 3rd July, 2020.**

GENERAL INSTRUCTION: Answer **any two (2)** of the questions below.

1. In the midst of COVID 19, all workers have become restless:
 - a) As a manager of AYZ Company, what three (3) principles will you use to have your staff energized to work and deliver results?
 - b) With two (2) examples for each principle, justify how your chosen principles will work.

2. a) What two management functions will you recommend for managers during this COVID 19 period?
 - b) With two (2) examples, one for each, justify why your chosen management functions are the ones necessary for this period.

3. a) Human Resource Management (HRM) is responsible for orienting, training, resolving disputes and communicating with employees. Do you agree?
 - b) With two examples, justify your chosen position.

4. a) In the face of COVID 19, would you take into consideration occupational experience and personal qualities in job interviews?
 - b) With two examples, explain your answer.

