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**UNIVERSITI TUN HUSSEIN ONN MALAYSIA**

**FINAL EXAMINATION  
SEMESTER I  
SESSION 2014/2015**

COURSE NAME : PRINCIPLES OF MANAGEMENT  
COURSE CODE : BPA 11303  
PROGRAMME : 1 BPA/ 1 BPB  
EXAMINATION DATE : DECEMBER 2014/JANUARY 2015  
DURATION : 2 HOURS 30 MINUTES  
INSTRUCTION : ANSWER **ALL** QUESTIONS

THIS QUESTION PAPER CONSISTS OF **TWO (2)** PAGES

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- Q1** (a) Define the controlling process. (5 marks)
- (b) Explain **THREE (3)** steps of controlling process with an appropriate example. (15 marks)
- Q2** Leading effectively in today's environment is likely to involve such challenging circumstances for many leaders. In twenty-first-century leaders do face some important leadership issue
- Explain **FIVE (5)** leadership issues with an appropriate example. (20 marks)
- Q3** (a) Define motivation. (5 marks)
- (b) Explain **THREE (3)** early theories of motivation. (15 marks)
- Q4** (a) Define work team. (4 marks)
- (b) Discuss **FOUR (4)** most common types of work teams. (8 marks)
- (c) Explain **FOUR (4)** methods of creating an effective teams. (8 marks)
- Q5** (a) Define human resource planning. (2 marks)
- (b) Explain the terminologies:
- (i) Job description (2 marks)
- (ii) Job specification (2 marks)
- (c) Explain **TWO (2)** types of training that can be provided by an organization. (4 marks)
- (d) Explain **TWO (2)** training methods in providing employees with skills and knowledge. (10 marks)

- END OF QUESTIONS -