

FINAL
Examination Paper

(COVER PAGE)

Session	:	<u>August 2016</u>			
Programme	:	<u>Diploma In Business (DIB)</u> <u>Diploma In Information And Communication Technology (DICTN)</u>			
Course	:	<u>MGT1103: Fundamentals Of Management</u>			
Date of Examination	:	<u>09 December, 2016 (Friday)</u>			
Time	:	<u>8:00am – 10:00am</u>	Reading Time	:	<u>Nil</u>
Duration	:	<u>2 Hours</u>			
Special Instructions	:				
<u>This paper consists of SIX (6) questions. Answer any FOUR (4) questions in the answer booklet provided. All questions carry equal marks.</u>					
Materials permitted	:	<u>Nil</u>			
Materials provided	:	<u>Nil</u>			
Examiner(s)	:	<u>Norhasni Abdul Razak, Lee Lily, Cheong Kai Hoe, Vasanthakumar and Daniel Ong</u>			
Moderator	:	<u>Koh Foh Geck</u>			

This paper consists of 3 printed pages, including the cover page

DIPLOMA IN BUSINESS (DIB)
DIPLOMA IN INFORMATION AND COMMUNICATION TECHNOLOGY (DICTN)
MGT1103: FUNDAMENTALS OF MANAGEMENT
FINAL EXAMINATION: AUGUST 2016 SESSION

Instruction: This paper consists of **SIX (6)** questions. Answer any **FOUR (4)** questions in the answer booklet provided. All questions carry equal marks.

Question 1

Motivation simply means taking care of your employees and satisfying their needs. How would you respond to this statement?

(25 marks)

Question 2

- (a) Discuss why decision making often is described as the essence of the manager's job. (13 marks)
- (b) Explain how might an organization's culture influence the way in which managers make decisions? (12 marks)

(Total: 25 marks)

Question 3

List and explain the seven elements of the communication process and explain the process of interpersonal communication.

(25 marks)

Question 4

Identify and discuss **FIVE (5)** traits associated with leadership.

(25 marks)

Question 5

- (a) Describe and provide examples of first-line, middle, and top managers. (12 marks)
- (b) Briefly describe the importance of innovation and sustainability to the manager's job. (13 marks)

Question 6

List and discuss the **FIVE (5)** stages of group development. (25 marks)

~ The End ~
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