GENERAL INSTRUCTIONS

1. Answer to questions carrying 1 mark can be from 1 word to 5 words.
2. Answer to questions carrying 2 marks can be from 16 to 25 words.
3. Answer to questions carrying 3 marks should be about 50 words.
4. Answer to questions carrying 4-5 marks should be about 125 words.
5. Attempt all parts of a question together.
6. How to manage policy affects desired deci-
sions.
7. Managers at all the levels work to perfore
mixed functions to keep a check on the 
activities in their respective areas of speciali-
sation. Knowledge of controlling is being em-
phasised in the modern organisation.
8. What is meant by 4% of Management?
9. Give any two innovations that can be made
available to be used in the organisation.
10. State any two values that she considered
important for the success of her business.
11. How can its uses benefit the company?
12. Describe the study plan

A Construction company got a contract for
building a mall. The project manager was
appointed by the company. He did not know
the formalities to

Q.14

Q.15

Q.16

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