

MAKERERE UNIVERSITY BUSINESS SCHOOL
FACULTY OF VOCATIONAL AND DISTANCE EDUCATION
DEPARTMENT OF MANAGEMENT
COURSEWORK TWO TEST

COURSE NAME: PRINCIPLES OF MANAGEMENT

PROGRAMME: HIGHER EDUCATION CERTIFICATE IN BUSINESS STUDIES

Course Code: HEC 110

Date of issue: 19 April 2023

Semester two

AY2022/2023

Assignment

The Principles of management course is aimed at;

1. enabling students to acquire a basic understanding of the management functions and how they can be carried out,
2. equipping students with basic management skills,
3. enabling students to link concepts of management to management practice,
4. giving the students a real world perspective through cases and examples derived from real management decisions and actions hence developing their ability to apply theory to practice i.e. to expose to students the challenges of management in a dynamic environment.

In groups of not more than 5 members you are tasked to identify an organization of your choice, introduce yourselves and seek an appointment to meet concerned officials of the selected organization for a detailed discussion aimed at helping you identify;

- a. The type and nature of the organization, and draw the organization structure of the selected organization.
- b. Discuss with assigned official the factors that managers in the selected organization base on to delegate or not to delegate an employee to execute tasks.
- c. Identify and list the different controls in place for finance, inventory, human resource and information.

d. Inquire what managers in the selected organization do to keep their subordinates motivated for a productive work place?

Notes:

1. The task will be done in not more than two (2) weeks from the date of issue.
2. Your findings will be presented and submitted in written (typed and printed in times new roman font style, font size 12, double spaced and justified with enclosed evidence from hand written notes taken during the discussion with the assigned official of the organization), followed by a physical face to face presentation from each of the group members randomly selected by the facilitator in a classroom setting. Please remember to include a page with name, registration number and signature of each of the group members.
3. Students through their group leader will kindly request the assigned official of the organization to comment, sign and stamp on this document titled “**Assignment**” after the discussion as evidence that your group visited the organization and had a detailed discussion on fields (a) to (d) above. The group leader will deliver a word of appreciation to the organization through the assigned official on behalf of their group and MUBS as an institution.

The assigned official from the organization is free not to sign, stamp and comment on this document if he/she on behalf of the organization is not satisfied with the approach used by the group while executing the task.

(30 marks)

END