



**KISII UNIVERSITY**  
**UNIVERSITY EXAMINATIONS**

**THIRD YEAR EXAMINATION FOR THE AWARD OF THE**  
**DEGREE OF BACHELOR OF CRIMINOLOGY AND SECURITY STUDIES**  
**SECOND SEMESTER, 2021/2022**  
**(FEBRUARY - JUNE, 2022)**

**BPPS 311: ADMINISTRATIVE THEORY**

**STREAM: Y3 S2**

**TIME: 2 HOURS**

**DAY: THURSDAY, 12.00 – 2.00 PM**

**DATE: 19/05/2022**

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**INSTRUCTIONS**

- 1. Do not write anything on this question paper.**
- 2. Answer Question ONE [Compulsory] and any other THREE Questions.**

1a. Define the following terms

- |                    |           |
|--------------------|-----------|
| i. Management      | [2 marks] |
| ii. Administration | [2 marks] |
| iii. Change        | [1 mark]  |

1b. Distinguish between management and administration. [8 marks]

1c. Why is Human Resources Management important in an organization. [7 marks]

1d. All managers should be leaders, but not all leaders should be managers. Discuss. [5 marks]

2. Discuss the contribution of the three classical approaches of management to today's management. [15 marks]

3a. Using examples, discuss the forces/causes of change in an organization  
[10 marks]

3b. Outline ways to curb resistance of change in an organization [5 marks]

4a. Briefly explain at least 3 types of leadership styles [9 marks]

4b. Explain how a leader can change his/her leadership style to match various leadership situations [6 marks]

5a. What are some of the job characteristics that can motivate employees?  
[6 marks]

5b. Outline and explain any 3 theories of motivation [9 marks]