



MAASAI MARA UNIVERSITY

**REGULAR UNIVERSITY EXAMINATIONS
2017/2018 ACADEMIC YEAR
FOURTH YEAR SECOND SEMESTER**

**SCHOOL OF TOURISM AND NATURAL
RESOURCE MANAGEMENT
BACHELOR OF SCIENCE IN FORESTRY**

COURSE CODE: FOR 424

COURSE TITLE: FOREST ADMINISTRATION

DATE: 18TH APRIL, 2018

TIME: 11:00AM-13:00PM

INSTRUCTIONS TO CANDIDATES

Answer **ALL** questions in section **A** and any other **THREE** in section **B**.

This paper consists of 3 printed pages. Please turn over.

SECTION A: ANSWER ALL QUESTIONS (25 MARKS)

1. Define the following terms as used in Forestry Administration
(5 marks)
 - i. Personnel management
 - ii. Labour turnover
 - iii. Staff appraisal
 - iv. Motivation
 - v. Office Management
2. Explain the objectives of staff appraisal **(4 marks)**
3. a) Explain management as a science, an art or a profession **(3 marks)**
b) Identify the skills required by managers to perform duties **(3 marks)**
4. Explain the process of delegation of duties in forest administration **(5marks)**
5. Explain the fundamental principles of management as highlighted by Frederic Taylor and scientific management school approach of 1911 **(5 marks)**

SECTION B: ANSWER ANY THREE QUESTIONS (45 MARKS)

6. a) Explain the roles of managers (managerial roles approach) **(6 marks)**
b) Discuss the functions of managers **(9 marks)**
7. Discuss the general principles of management according to Henry Fayol **(15 marks)**
8. Describe styles of management in forestry administration **(15 marks)**
9. Organization structures differ from one another in the way responsibility authority and interactional relationships are established among jobs, personnel and physical factors. Discuss the basic organizational structures **(15 marks)**
10. Discuss the functions of personnel management **(15 marks)**

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