

# craft electrical module two past p...

1. (a) State **four** styles of management as distinguished by Rensis Likert. (4 marks)
- (b) (i) Explain the importance of having management skills at the place of work.
- (ii) State **two** types of skills needed in management. (5 marks)  
*- Planning, organising, leading, controlling*
- (c) Explain **four** functions of management. (8 marks)  
*- Planning, organising, leading, controlling*
- (d) Outline **three** motivational factors as contributed by Herzberg to management. (3 marks)  
*- Intrinsic - related to the job itself  
 - Extrinsic - related to the environment  
 - Hygiene - related to the job itself*
2. (a) State **four** ways in which production planning and control can benefit an entrepreneur. (4 marks)
- (b) Explain the following stages in production planning and control: (6 marks)
  - (i) scheduling;
  - (ii) loading;
  - (iii) dispatching.
- (c) Distinguish between production and productivity in manufacturing industries. (4 marks)
- (d) Explain the following types of production: (6 marks)
  - (i) process;
  - (ii) mass;
  - (iii) job.
3. (a) (i) Define the term "plant layout".
- (ii) State **four** fundamental objectives for an ideal plant layout. (6 marks)
- (b) Explain the term:
  - (i) "work-study" in reference to an enterprise;
  - (ii) "time-study" as a technique of work measurement. (7 marks)
- (c) Outline the steps involved in method study. (7 marks)
4. (a) Define the following terms with reference to a product or service: (2 marks)
  - (i) design quality;
  - (ii) manufactured quality.

- (b) Explain the following advantages of a good quality control system: (6 marks)
  - (i) reduction in costs;
  - (ii) increase in sales;
  - (iii) improvement in morale of employees.
- (c) Explain:
  - (i) the term "inspection" in relation to manufacturing industries;

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