



## **Professional Qualification in BUSINESS MANAGEMENT**

### **Level 4 Diploma**

#### **UNIT 1 – LEADERSHIP AND MANAGEMENT**

##### **Question 1**

- (a) Distinguish between transformational and transactional leadership. (8 marks)
- (b) Discuss what makes leadership and management effective. (12 marks)

##### **Question 2**

- (a) Describe what needs to be taken into account when forming a team. (8 marks)
- (b) Discuss the key differences between working as an individual and working in a team. (12 marks)

##### **Question 3**

Discuss what is required for delegation to be effective in a business organisation. (20 marks)

##### **Question 4**

- (a) Describe what makes a manager effective. (8 marks)
- (b) Discuss what is involved in scientific management. (12 marks)

##### **Question 5**

- (a) Explain what is meant by situational management. (8 marks)
- (b) Discuss the global factors that can determine management style. (12 marks)