



ICM

SEPTEMBER 2016

BUSINESS MANAGEMENT & ADMINISTRATION

Instructions to candidates:

- a) Time allowed: Three hours (plus an extra ten minutes' reading time at the start – do not write anything during this time)
 - b) Answer any FIVE questions
 - c) All questions carry equal marks. Marks for each question are shown in []
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- 1.
 - a) Describe the main functions of the Board of Directors. [8]
 - b) Evaluate the relevance of at least ONE theory on management to managers in the current business environment. [12]
 - 2. With the aid of suitable example organisation charts, explain how the THREE main types of authority are applied within the organisations chosen. [5 each + 5 for charts]
 - 3.
 - a) Describe the main features of the FOUR main types of profit-making business enterprise. [3 each]
 - b) Evaluate the significance of limited liability to TWO of the types you have chosen. [4 each]
 - 4. Explain:
 - a) how you would introduce Work Measurement into an organisation
 - b) the benefits which might result for the workforce [10 each]
 - 5.
 - a) Analyse the relationship between the purchasing and production departments of a company manufacturing electronic components. [11]
 - b) Describe the THREE main techniques for checking stock. [3 each]
 - 6.
 - a) Evaluate the factors that influence the size of the market for a particular good or service of your choice. [8]
 - b) Identify the media outlets most suitable for the following:
 - i A television manufacturer
 - ii A large hotel chain
 - iii An Internet-based furniture supplier [4 each]
 - 7. With the aid of suitable modern examples, describe:
 - a) internal electronic methods of transmitting information
 - b) external electronic methods of transmitting information [10 each]
 - 8.
 - a) Explain the meaning of **risk management**. [8]
 - b) With the aid of examples, evaluate the SIX types of risk faced by an organisation and how they might be managed. [12]