

UNIVERSITY OF ESWATINI
INSTITUTE OF DISTANCE EDUCATION
BACHELOR OF EDUCATION (ADULT EDUCATION) LEVEL 1
RE-SIT EXAMINATION, MARCH 2021

TITLE OF PAPER: INTRODUCTION TO ORGANIZATIONAL THEORY & MANAGEMENT I

COURSE CODE: AED 133

WEIGHT: 100 MARKS

TIME ALLOWED: THREE (3) HOURS

INSTRUCTIONS: THIS PAPER HAS FIVE (5) QUESTIONS: ANSWER QUESTION 1 AND ANY TWO (2) QUESTIONS

THIS PAPER IS NOT TO BE OPENED UNTIL PERMISSION HAS BEEN GRANTED BY THE INVIGILATOR

QUESTION 1 - THIS QUESTION IS COMPULSORY

a) Using examples, explain the following terms.

- i) Organizational goals (5 marks)
- ii) Mutual-benefit organizations (5 marks)
- iii) Administrative Management (5 marks)
- iv) Controlling (5 marks)
- v) Internal environment (5 marks)

b) Using appropriate examples to illustrate your answer, discuss four (4) categories in which organizations are classified, as presented by Kreitner (1995). (25 marks)

[50 marks]

QUESTION 2

Outline the advantages and disadvantages of Bureaucratic Management.

[25 marks]

QUESTION 3

Discuss the four (4) essential elements of directing as put forward by Chakraborty et al (2013). In your answer outline the significance of each element.

[25 marks]

QUESTION 4

With the aid of examples, discuss the SWOT analysis of any organization and explain why it is important in managing the organization's environment.

[25 marks]

QUESTION 5

a) Define the term 'group'

[5 marks]

b) Explain 4 (four) reasons why people join groups in organizations.

[20 marks]