



# **MACHAKOS UNIVERSITY**

**University Examinations 2020/2021**

**SCHOOL OF BUSINESS AND ECONOMICS**

**DEPARTMENT OF BUSINESS ADMINISTRATION**

**FIRST YEAR SECOND SEMESTER EXAMINATION FOR**

**CERTIFICATE IN ELECTRICAL & ELECTRONIC TECHNOLOGY**

**CERTIFICATE IN MECHANICAL ENGINEERING**

**CERTIFICATE IN AUTOMOTIVE ENGINEERING**

**CERTIFICATE IN BUILDING TECHNOLOGY**

**CERTIFICATE IN CIVIL ENGINEERING**

**ENTREPRENEURSHIP EDUCATION**

**DATE: 1/9/2021**

**TIME: 11:30 – 2:30 PM**

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## **INSTRUCTIONS:**

**ANSWER QUESTION ONE AND ANY OTHER TWO QUESTIONS**

1. a) Sole proprietorship is a form of business ownership which is preferred by small scale entrepreneurs. Explain five merits of sole proprietorship. (10 marks)
- b) Upendo Youth Group comprises of fresh graduates from a local university. They intend to start a spare part sales company. Explain five entrepreneurial competencies which they require for the business they are venturing into. (10 marks)
- c) Explain five stages in the business life cycle. (10 marks)
2. a) Discuss five ways of motivating employees in a firm. (10 marks)
- b) Explain five functions of management in an enterprise. (10 marks)
3. a) Explain five sources of business Finance. (10 marks)
- b) Highlight the factors to consider when choosing a source of finance. (10 marks)

4. a) Discuss five ways of managing time effectively in business operation. (10 marks)
- b) Explain five importance of maintaining business records in an enterprise. (10 marks)
5. a) Highlight five challenges faced when starting a small business enterprise. (10 marks)
- b) Outline five and advantages disadvantages of operating a public limited company form of business enterprise. (10 marks)