

# **Tutorial Letter 202/3/2013**

## **General Management**

**MNG2601**

**Semesters 1 and 2**

**Department of Business Management**

This tutorial letter contains important information about your module.

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## 1 INTRODUCTION

Dear Student

The purpose of this tutorial letter is to provide feedback on Assignment 02. We also address matters relating to the General Management (MNG2601) examination. The assignments and feedback on these assignments constitutes a vital part of your learning. Having feedback on both assignments can now assist you in preparing for the examination. Please study the comments carefully and compare your answers to the model answers.

## 3 COMMENTS ON ASSIGNMENT 02

Assignment 02 was the second and last compulsory assignment for this module. The following table provides you with the answers to the 50 multiple-choice questions in Assignment 02. It also provides you with references in the prescribed book, and an explanation of the answer in cases where answers are not directly derived for the textbook.

### IMPORTANT:

**Strategic Management (chapter 4 in the prescribed book) is not prescribed for examination purposes, although some of the questions in this assignment are from chapter 4 (strategic management).**

QUESTION	ANSWER	WHERE TO FIND IT?	EXPLANATION
1	2	Chapter 8, pages 217 – 219 and page 229	The organisational design, which refers to the arrangement of positions into work groups and the interrelationship among them, should always be viewed against the strategy of the organisation.
2	2	Chapter 8, page 224	
3	1	Chapter 8, page 224	
4	4	Chapter 8, page 223	The consultants have expert power/authority as they have the ability to help the clients

QUESTION	ANSWER	WHERE TO FIND IT?	EXPLANATION
			capitalise on the new possibilities based on the knowledge that the consultants possess.
5	2	Chapter 11, page 312	
6	3	Chapter 11, page 322	
7	4	Chapter 11, page 323	
8	2	Chapter 14, pages 392 – 393	
9	1	Chapter 16, page 450	Financial ration analysis enables management to control the organisation's financial resources.
10	4	Chapter 4, page 93	
11	2	Chapter 1, page 15	
12	1	Chapter 2, page 48	
13	2	Chapter 2, page 42	
14	3	Chapter 4, page 101	
15	3	Chapter 4, page 101	
16	2	Chapter 5, page 148	
17	4	Chapter 5, page 147	
18	5	Chapter 4, page 116	
19	1	Chapter 4, page 116	
20	3	Chapter 4, page 117	
21	3	Chapter 6, page 176	
22	2	Chapter 6, page 183	
23	2	Chapter 6, page 171	
24	1	Chapter 7, page 198	
25	3	Chapter 7, pages 201 - 202	

QUESTION	ANSWER	WHERE TO FIND IT?	EXPLANATION
26	2	Chapter 7, page 203	
27	2	Chapter 7, page 205	
28	1	Chapter 8, page 221	A narrow span of control leads to a tall organisational structure with many levels, which means that information has to travel a longer distance from top management to the employees. This in turn leads to slower decision making.
29	4	Chapter 8, page 228	
30	3	Chapter 8, page 223	
31	1	Chapter 8, page 223	
32	4	Chapter 8, page 223	
33	3	Chapter 12, page 341	
34	3	Chapter 12, page 343	
35	1	Chapter 12, page 344	
36	5	Chapter 12, page 343	
37	2	Chapter 12, page 347	
38	2	Chapter 12, page 348	
39	4	Chapter 12, page 347	
40	3	Chapter 11, page 321	
41	4	Chapter 11, page 322	Refer to page 98 in Tutorial letter 501 for further information regarding this model.

QUESTION	ANSWER	WHERE TO FIND IT?	EXPLANATION
42	1	Chapter 11, page 320	
43	2	Chapter 11, page 323	
44	3	Chapter 14, page 389	
45	2	Chapter 14, page 385	
46	3	Chapter 14, page 396	
47	1	Chapter 14, page 395	Typing error- should be question 46 and not question 66.
48	2	Chapter 14, page 400	
49	2	Chapter 16, page 445	
50	4	Chapter 16, page 454	

### 3 GUIDELINES FOR THE EXAMINATION

You've now complete both assignments for General Management (MNG2601) – congratulations! The next milestone is the upcoming examination.

The questions in Assignments 01, 02 and in the previous examination papers should give you an indication of the type of questions that you can expect in the examination. Please note that we do not repeat assignment or old examination questions in the examination. You need to study ALL the study units and the corresponding chapters in the prescribed book for the examination.

Tutorial letter 101 discusses the relevant information pertaining to the examination. Please refer to section 9 (in the Tutorial Letter 101) that addresses the “format of the examination paper” and matters relating to the “preparing for the examination”.

**General examination issues:**

- Please indicate the correct **student number** and **unique number** (of the paper) on the mark reading sheet.
- Do not be dishonest by bringing unauthorised notes with you into the examination.
- Read through and analyse the questions **properly** so as to answer them correctly.
- Please study the **relevant chapters in the prescribed book**, as the study guide (in itself) is not a sufficient source to study from.

**Study units and chapters prescribed for examination purposes**

For this module, you need to master the following study units **AND** the corresponding chapters in the prescribed book for the examination:

<b>Study unit</b>	<b>Topic</b>	<b>Chapter in prescribed book</b>
1	The nature of management	1
2	The evolution of management theory	2
3	Managing in a changing environment	3
4	Planning	5
5	Managerial decision making	6
6	Information management	7
7	Organising and delegating	8
8	Individuals in the organisation	12
9	Leadership	11
10	Motivation	14
11	Controlling	16

Don't forget about the learning outcomes for each topic and chapter. You'll find them in your textbook and study guide.

## **4 CONCLUDING REMARKS**

We trust that you find the comments provided in this tutorial letter helpful in your preparation for the examination. Please contact your lecturers should you have any difficulties with this module.

We wish you the best for the forthcoming examinations!

Kind regards

Lecturers MNG2601

**DEPARTMENT OF BUSINESS MANAGEMENT**

**UNISA**