



## **MURANGA UNIVERSITY COLLEGE**

(A constituent College of Jomo Kenyatta University of Agriculture & Technology)

**TOWN CAMPUS**

**SUPPLEMENTARY/SPECIAL UNIVERSITY EXAMINATIONS**

**2014/2015 ACADEMIC YEAR**

**SECOND YEAR THIRD SEMESTER EXAMINATIONS**

**FORTHE DIPLOMABUSINESS MANAGEMENT.**

**COURSE CODE: DBH1216**

**COURSE TITLE: PERSONNEL TRAINING AND DEVELOPMENT**

**DATE:**

**TIME: 2HOURS**

**INSTRUCTIONS TO CANDIDATES**

### **Instructions**

- 1) Question **one** is compulsory
- 2) Attempt any other **two** questions

### **Question one**

- a) Explain five needs for training employees in an organisation(**10mks**)
- b) Discuss five importance of employee training(**10mks**)
- c) Explain the knowledge based methods of training employees(**10mks**)

### **Question two**

- a) Kwado Ltd, a newly established organization, intends to undertake training of its employees in order to enhance their efficiency. Explain the types of internal training programmes that the organization may conduct for the employees.(**15 marks**)
- b) State the provisions in the constitution that are relevant to employment and labour law(**5mks**)

### **Question three**

- a) Describe the various activities involved in developing training programme(**10mks**)
- b) Explain five objectives of career planning/management(**10mks**)

### **Question four**

- a) Explain five career planning and development methods(**10mks**)
- b) Highlight five career impacted life stages(**10mks**)