

**Ruaha Catholic University**  
**RMS 111**  
**INTRODUCTION TO BUSINESS AND MANAGEMENT**  
**Assignment Questions 2022/2023**

**Instructions:**

- This is a group work; total number of groups in the class should be 10.
  - Each group has its own piece of work to do.
  - Presentations to be held at the end of the semester.
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**Group I - Business Management** (*Submission deadline: December 09<sup>th</sup>, 2022*)

1. What are the advantages and disadvantages of each of the three main forms of business (i.e. Sole proprietorships, Partnerships and Corporations)?
2. Corporations are said to be suffering from Double Taxation. What does this statement mean?
3. How do general partners differ from limited partners?
4. Discuss the potential components of a partnership agreement.
5. Mention any three open corporations operating in Tanzania.

**Group II – Levels of Management** (*Submission deadline: January 06<sup>th</sup>, 2023*)

1. Most organizations have three management levels: first-level, middle-level, and top-level managers. Explain these levels.
2. Top-level management consists of board of directors, president, vice-president, CEOs, etc. Explain the role of the following:
  - a) Board of directors.
  - b) CEO.

**Group III– Management Styles** (*Submission deadline: January 06<sup>th</sup>, 2023*)

1. Briefly explain the following Management Styles:
  - a) Management by Information Systems (MBIS).
  - b) Management by Walking Around (MBWA).
  - c) Management by Decision Models (MBDM).
  - d) Scientific Management.
2. Is there any relationship between Management by Information Systems and Management by Decision Models? If there is, explain with examples.

**Group IV – Planning** (*Submission deadline: January 06<sup>th</sup>, 2023*)

1. What is strategic planning? How is it related to tactical planning?
2. SWOT and PEST analysis are some of the strategic planning tools commonly used in businesses. Select any business entity of your choice and perform SWOT and PEST analysis for it.
3. With an example, explain how benchmarking would be useful in planning.

**Group V – Organizing** (*Submission deadline: January 06<sup>th</sup>, 2023*)

1. With examples, discuss the five approaches to organizational design.
2. One of the most-important resources used by organizations to accomplish goals is information resources. Discuss the role of a manager in managing/organizing information resources.

**Group VI – Leading** (*Submission deadline: January 06<sup>th</sup>, 2023*)

1. Discuss the three components that make up the leading function.
2. Discuss at least five fundamental traits of a leader.

**Group VII – Controlling** (*Submission deadline: January 06<sup>th</sup>, 2023*)

1. Differentiate between feed-forward controls and steering controls.
2. Explain the following characteristics of control:
  - a) Control is a continuous process
  - b) Control is embedded in each level of organizational hierarchy
  - c) Control is closely linked with planning

**Group VIII – Introduction to IT Project Management** (*Submission deadline: January 06<sup>th</sup>, 2023*)

Mr Kolo has just registered a private secondary school in Makambako. The school is to start its operations as soon as possible. It has all the required infrastructure and human resource. However, no information system has been implemented in the school. Mr Kolo would like to hear your opinion on how he could automate his business processes in the school.

- a) What IT projects would you recommend for Mr Kolo's school?
- b) For each of the projects in (a) above, construct a WBS and a GANTT CHART.
- c) Review at least three project management software, compare them, and recommend the one you think would best serve Mr Kolo's purpose.

**Group IX-Introduction to Business Continuity Planning** (*Submission deadline: January 20<sup>th</sup>, 2023*)

There are numerous ways to stress the importance of business continuity today. The rise in ransomware attacks, increased natural disasters due to global climate change, and zero tolerance for downtime from investors/partners/clients are just three reasons a business continuity plan is critical. The COVID-19 pandemic tested companies around the world, and it required many to maintain business continuity remotely and with a reduced workforce due to illness or the threat of infection.

*TASK: Formulate a comprehensive Business Continuity Plan for a university, taking RUCU as your case study.*

**Group X -Introduction to Management Information Systems** (*Submission deadline: January 20<sup>th</sup>, 2023*)

1. How can a business achieve competitive advantages using its Information System(s)?
2. Why is it important for a general manager to be knowledgeable about information technology?
3. Why might a worker resist the implementation of a new technology? What are some of the possible consequences of asking a worker to use a computer or similar device in his or her job?

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