



PAC INSTITUTE OF TECHNOLOGY AND SOCIAL STUDIES JANUARY – APRIL 2025 ASSESSMENT

FORMATIVE ASSESSMENT

Qualification Code : 042106T4CRJ
Qualification : CRIMINAL JUSTICE
Code : SEC/OS/CJ/CC/03/6/A
Unit of Competency : MANAGEMENT & LEADERSHIP SKILLS

TIME: 3 HOURS

APRIL 2025

INSTRUCTIONS TO THE CANDIDATE:

- 1. Read all the instructions carefully before attempting the questions.*
- 2. This paper consists of two sections, A & B.*
- 3. You are allowed 3 Hours to Answer the questions.*
- 4. Marks for each question are indicated in brackets.*
- 5. Write your responses in the Separate Answer booklet provided.*
- 6. Do not write anything on this question paper.*

SECTION A: (40 MARKS)

*Answer **ALL** in this section.*

- 1) State FOUR attributes of a good leader within the society. (4mks)
- 2) In every nation, leadership and good management steer the country ahead. Highlight FOUR strategies a President can use to inspire and drive high performance in the nation. (4mks)
- 3) Define the following
 - (a) Leadership style (2mks)
 - (b) Organizational structure (2mks)
 - (c) Management(2mks)
 - (d) Leadership (2mks)
 - (e) Workplan (2mks)
 - (f) Feedback collection tools (2 mks)
- 4) Highlight FOUR importance of SWOT analysis. (4mks)
- 5) State FOUR elements of effective policies (4mks)
- 6) Highlight FOUR types of organizational structure (4mks)
- 7) Using your own words, briefly discuss how open communication ensures that an organization succeeds. (4mks)
- 8) State FOUR types of appraisal tools. (4 mks)

SECTION B: (60 MARKS)

*Answer any **THREE** questions in this section.*

9. (a) Examine **FIVE** types of organizational structures. (10 mks)

(b) In a team, some members are motivated by external factor, while others are motivated by internal factors to meet the needs of an organization. Discuss how a leader or manager adapt their approach to cater to both types of motivation. (10 mks)

10. In the Criminal justice system, resources can be managed to cover the tasks that have been scheduled and overcome unexpected challenges. Discuss **FIVE** effective ways of managing resources (10mks)

(b) Discuss FIVE purpose of appraisal tools (10 mks)

11. Discuss FIVE types of effective control systems (10mks)

(b) Evaluate the importance of control measures in management (10 mks)

12 . (a) importance of SWOT analysis in an organization (10 mks)

(b) Evaluate differences between leadership and management (10 mks)