

UNIT TITLE: MANAGE HORTICULTURAL PRODUCTION FARM

UNIT CODE: HO/OS/HP/CR/11/6

MAIN

WRITTEN ASSESSMENT

Time: 3 Hours

INSTRUCTIONS TO CANDIDATE

1. This paper has two sections A and B
2. You are provided with a separate answer booklet
3. Marks for each question are as indicated.
4. Do not write on the question paper.

SECTION A: (40 MARKS)

Attempt all questions in this section

1. Define the term strategic planning (3marks)
2. List the three types of resources (3 marks)
3. Identify Six benefits of strategic planning (6 marks)
4. Outline four types of Management information systems (4 Marks)
5. Identify four steps of developing an Annual implementation plan (4 Marks)
6. The success or failure of a Management information system can be affected by certain factors. Highlight three factors that can affect the success of a Management information system. (3 Marks)
7. An annual implementation plan is a well organized and systematic document. Highlight the six ways of creating an implementation plan (6 Marks)
8. Identify the four stages of information collection methods (4 marks)
9. ExplainSWOT analyses and why is it necessary in a strategic plan? (4marks)
10. You are invited to a secondary school Form four class for a motivation talk on Farming. Explain to them the meaning of a farm. (3 marks).

SECTION B:(60 MARKS)

Attempt three questions in this section

11.
 - a) It is very important to collect information for data entry in a Management information System. Highlight the seven information collection methods (7 Marks).
 - b) Explain the three types of budgets and the steps in a budget preparation process. (10 marks)
 - c) Explain three characteristics of a management information System (3 Marks)
12.
 - a) Explain the Seven steps in strategic planning .(14 marks)

b) Describe the six factors considered in resource allocation (6 marks)

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a) Records are very important in managing an horticultural farm. Explain six reasons why records are kept. (6 Marks)

b) Describe the three types of record keeping and their advantages. (6 marks)

c) An annual implementation plan is a necessary document in farm planning. Explain four items that must be included. (8 Marks)

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a) Installation of a management information system is an important step in setting up your MIS. Describe four steps to be followed in installing a management information system. (8 Marks)

b) Farm layout is very necessary in farm planning. Explain three reasons why it is important. (3 Marks)

c) Describe nine factors to consider when planning a farm layout. (9 marks)