

PRINCIPLES OF MANAGEMENT (I & II)

PLEASE READ CAREFULLY THE FOLLOWING INSTRUCTIONS

Title:

“Discuss the importance of communication in an organisation.”

Instructions:

- **Hand in the assignment *before noon of November 30th 2011* to Ms. Vanessa Mangion at the Nursing Services Directorate – Fafner House.**
- The assignment should not contain more than 2000 words and presented according to the following format – *Font Times new Roman, Size 12 and Paragraph Space of 1.5.*
- Marks are to be given (order of priority) most for the clarity of the argument, content and presentation. The key elements on which the assignments are marked are as follows:
 1. Focus on Assignment issues
 2. Introduction and objectives
 3. Structure, organization, development and clarity of ideas.
 4. Conclusion
 5. Theory Framework
 6. Application to practice and citing of examples
 7. Own views, an analytical and critical approach
 8. Referencing
 9. Style, layout and presentation
 10. Punctuality in handing in of assignment – this in relation to students meeting deadlines.
- Assignments that are out of point will not be awarded any marks for those sections that are irrelevant.
- Assignments that are well short of the word limit and those that are excessively beyond the word limit will be negatively marked up to 5% of the mark of the assignment.
- All material that is referred to in the assignment whether from printed material or from the Internet is to be referenced. Failure to do so will be considered as plagiarism and may fail a student apart from other disciplinary action that may be taken as per course regulations.
- Any other form of plagiarism will instantly fail the student.



Jesmond Sharples
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