

UNIVERSITY OF SWAZILAND
DEPARTMENT OF ADULT EDUCATION
PART-TIME DIPLOMA IN ADULT EDUCATION YEAR II
SUPPLEMENTARY EXAMINATION, JULY 2005

TITLE : **PROGRAMME MANAGEMENT**

COURSE NUMBER : **CAE 201**

TIME ALLOWED : **THREE (3) HOURS**

INSTRUCTIONS :

1. **ANSWER ALL QUESTIONS IN SECTION "A"**
2. **ANSWER ANY TWO (2) QUESTIONS FROM SECTION "B".**
3. **MARKS WILL BE DEDUCTED FOR POORLY WRITTEN ENGLISH**

THIS PAPER MUST NOT BE OPENED UNTIL PERMISSION HAS BEEN GRANTED BY THE INVIGILATOR.

SECTION "A"

Answer ALL Questions in this Section

QUESTION 1

- (a) Define the term "programme". (5 marks)
- (b) Outline and describe the four elements of an adult education programme. (15 marks)

QUESTION 2

Describe management as a process and discuss the four managerial functions. (20 marks)

QUESTION 3

Compare a programme with an organization.

SECTION "B"

Answer any TWO Questions from this Section

QUESTION 4

Make a distinction between Traditional Model and Interactive Model of programme planning. (20 marks)

QUESTION 5

"Situational analysis is an essential part of any programme development process." Discuss this statement. (20 marks)

QUESTION 6

Outline five characteristics of strategic planning in organizations. (20 marks)