

UNIVERSITY OF SWAZILAND
DEPARTMENT OF ADULT EDUCATION
PART-TIME CERTIFICATE IN ADULT EDUCATION YEAR II
FINAL EXAMINATION PAPER, MAY 2006

TITLE OF PAPER : **PROGRAMME MANAGEMENT**

COURSE CODE : **CAE 201**

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

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

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

SECTION A

QUESTION 1

Identify and define the four managerial functions in organizations. [20 marks]

QUESTION 2

Describe a programme as an organization and as a system. [20 marks]

QUESTION 3

Discuss the interrelatedness and interdependence of planning and controlling. [20 marks]

SECTION B

QUESTION 4

- (a) What is a programme?
 - (b) Make a distinction between a programme and a project.
- [20 marks]

QUESTION 5

Discuss the process of programme management in an organisation. [20 marks]

QUESTION 6

Describe "Bureaucracy" as a necessary evil. [20 marks]