

Course Code: AE 203(M) 2010

UNIVERSITY OF SWAZILAND

DEPARTMENT OF ADULT EDUCATION

PART-TIME CERTIFICATE IN ADULT EDUCATION YEAR I

FINAL EXAMINATION PAPER, MAY, 2010

TITLE OF PAPER:	PROGRAMME PLANNING AND MANAGEMENT
COURSE CODE:	AE 203
TIME ALLOWED:	THREE (3) HOURS
INSTRUCTIONS:	1. ANSWER ALL QUESTIONS IN SECTION "A". 2. ANSWER ANY TWO (2) QUESTIONS FROM SECTION "B".

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

SECTION "A"

QUESTION 1

Define the following terms:

- (a) Programme
- (b) Planning
- (c) Programme planning
- (d) Programme implementation
- (e) Programme evaluation

[20 marks]

QUESTION 2

Identify and discuss the programme planning process using a traditional model.

[20 marks]

QUESTION 3

Contrast formal organization with informal organization with the aid of their basic characteristics.

[20 marks]

SECTION "B"

QUESTION 4

Explain how a programme is related to an organization as a learning entity. Use a "systems" thinking approach.

[20 marks]

QUESTION 5

With a hierarchical diagram, identify and describe the three levels and types of planning in an organization of tall structure.

[20 marks]

QUESTION 6

Explain why programme evaluation is carried out, and describe the types of evaluation that are used in organizations.

[20 marks]