UNIVERSITY OF SWAZILAND

DEPARTMENT OF ADULT EDUCATION

CERTIFICATE IN ADULT EDUCATION YEAR II

FINAL EXAMINATION, DECEMBER 2012

TITLE OF PAPER: PROGRAMME MANAGEMENT

COURSE CODE: CAE 210

WEIGHT: 100 MARKS

TIME ALLOWED: TWO (2) HOURS

INSTRUCTIONS: ANSWER ANY TWO QUESTIONS FROM EACH SECTION

EACH QUESTION CARRIES EQUAL MARKS (THAT IS, 25)

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

SECTION A

Question 1

With some examples to illustrate your answers, describe three different types of community improvement programs   [25 marks]

Question 2

    a) Explain the concept planning in programme planning and development   [10 marks]

    b) With some examples to illustrate your answers discuss at least five (5) barriers to effective planning   [15 marks]

Question 3

    a) What is 'management'?   [5 marks]

    b) Describe four (4) functions of management   [20 marks]

SECTION B

Question 4

    a) What does 'needs assessment' mean in terms of programme planning and development?   [10 marks]

    b) State at least eight (8) reasons for identifying needs assessment in this case [15 marks]

Question 5

    a) What is 'participation'?   [5 marks]

    b) State at least five (5) reasons programmes fail in your communities?   [10 marks]

    c) What is the role of a 'change agent' to assist in this case   [10 marks]

Question 6

Identify and describe four steps in planning in programme development and management [25 marks]