

**UNIVERSITY OF ESWATINI**  
**DEPARTMENT OF ADULT EDUCATION**  
**CERTIFICATE IN ADULT EDUCATION YEAR 11**  
**MAIN EXAMINATION PAPER – DECEMBER, 2018**

**TITLE OF PAPER : PROGRAMME MANAGEMENT 1**

**COURSE CODE : AED105**

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

**INSTRUCTIONS :**

- 1. ANSWER ALL QUESTIONS IN SECTION 'A'**
- 2. ANSWER TWO QUESTIONS IN SECTION 'B'**

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

## SECTION A – ANSWER ALL QUESTIONS

### QUESTION 1

- a) Indicate six (6) things that best describe a developmental programme. (6)
- b) The definition of an organization brings the understanding that all formal organizations are comprised of three (3) important elements. Identify these elements and for each briefly explain why it is important in an organization? (12)
- c) Identify two (2) key resources in organizations and briefly discuss how these can be managed? (12)
- d) Describe the two (2) approaches used in project identification. (10)
- e) Indicate five (5) things that differentiate a goal from an objective. (10)

[50 marks]

## SECTION B – ANSWER ANY TWO QUESTIONS

### QUESTION 2

- a) According to the systems approach to organizations, organizations are looked at as systems and are classified into two types. Using appropriate examples to illustrate your answer, identify and discuss the two types of organizations as dictated by the systems approach (10)
- b) Explain the different types of plans in organizations and indicate the type of managers involved in the different planning levels (12)

[25 marks]

### QUESTION 2

- a) What is an organization? (5)
- b) Since organizations are created to pursue particular purposes, they can be classified according to their intended purposes. With the use of relevant examples to illustrate your answer, identify and discuss the classification of organizations by their functions as indicated by Kreitner (1995). (20)

[25 marks]

### QUESTION 3

- a) Define programme management (5)
- b) Identify and discuss four (4) activities that are involved in the management of a programme and indicate why it is important to manage each activity (20)

[25 marks]

**END OF EXAM**