

**UNIVERSITY OF SWAZILAND**



**FACULTY OF EDUCATION**

**DEPARTMENT OF EDUCATIONAL FOUNDATIONS AND MANAGEMENT  
2008/2009**

**SUPPLEMENTARY EXAMINATION PAPER**

- TITLE OF PAPER** : **SCHOOL ADMINISTRATION**
- COURSE CODE** : **EDF 401**
- TIME ALLOWED** : **THREE (3) HOURS**
- NOTES AND INSTRUCTIONS** :
- 1. THIS QUESTION PAPER HAS TWO SECTIONS, A AND B. SECTION A HAS A TOTAL OF 50 MARKS AND SECTION B HAS A TOTAL OF 50 MARKS. THE TOTAL FOR THE PAPER IS 100 MARKS.**
  - 2. THERE IS OTHER INFORMATION AND INSTRUCTION UNDER EACH SECTION.**

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

**SECTION A**

**Answer all five questions in this section. This section has a total of 50 marks. Note that there are options within some of the questions.**

**QUESTION 1**

Musaazi (1987) has classified organisations according to the emotional involvement of its members." Name the types of organisation that derive from this kind of classification and, for each type of organisation, describe the kind of member's involvement with the organisation.

[6 marks]

**QUESTION 2**

"Every worker should be immediately responsible to one senior only, not to several executives in the concern..." (Musaazi, 1987)

(a) Name this administrative/organisational principle [1 mark]

(b) Explain briefly what this principle means. [4 marks]

[Total = 5 marks]

**QUESTION 3**

Under "the meaning of Leadership," Musaazi (1987) explains a number of perspectives or points of view, including "Leadership as a status, title or position recognised in a formal organisational chart." Name the three functions associated with this perspective and explain briefly what each function means.

[1 mark per function = 3 marks]

[2 marks per explanation = 6 marks]

[Total = 9 marks]

**QUESTION 4**

The model presented by Lipham and associates, which places the school in relation to the larger environment, shows different inputs to the school which come from the environment.

(a) Choose one of these inputs and explain what it is. [5 marks]

(b) Explain who provides this input to a school you know and why it is this provider or these providers. [15 marks]

[Total = 20 marks]

**QUESTION 5**

The Ohio State Studies group developed two dimensions of leadership. Think of some one you know in a leadership position whom you would put on one of these dimensions.

- (a) Describe briefly what a leader on this dimension does. [5 marks]
- (b) Describe briefly what the leader you know actually did as a basis for placing him/her on that dimension. [5 marks]

**[Total = 10 marks]**

**SECTION B**

Choose two questions in this section. Each question has 25 marks, for a total of 50 marks.

**QUESTION 1**

Use examples from your experience to discuss the function of leadership from the point of view (i.e., perspective) of the leader and the situation, which Musaazi outlines under the "meaning of leading." [25 marks]

**QUESTION 2**

Effective classroom management is one of the characteristics of successful schools that have been described by Cohn and Rossmiller.

Explain what classroom management means, according to these authors, using examples from a school or schools you know. [25marks]

**QUESTION 3**

Use your knowledge of informal organisations to discuss who an informal group that you have consisted of and what it did to try to influence the formal one. [25 marks]