

UNIVERSITY OF SWAZILAND

FACULTY OF EDUCATION



DEPARTMENT OF EDUCATIONAL FOUNDATIONS AND MANAGEMENT

2016/2017 ACADEMIC YEAR

FINAL EXAMINATION

- TITLE OF PAPER:** EDUCATIONAL ADMINISTRATION
- COURSE CODE:** EDF 402
- TIME ALLOWED:** THREE HOURS
- INSTRUCTIONS:**
1. THIS QUESTION PAPER IS DIVIDED INTO TWO SECTIONS.
 2. ALL QUESTIONS IN SECTION A ARE COMPULSORY.
 3. ANSWER TWO QUESTION FROM SECTION B.
 4. THE TOTAL FOR THE PAPER IS 100 MARKS.

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

SECTION A

Answer all questions in this section.

Question 1

A. The value of administration in organisations cannot be undervalued and educational administration is often regarded as indispensable in all social organisations.

Identify an educational institution of your choice and discuss why you think the institution would not effectively function without the administration office. Give five reasons.

(10 marks)

B. Educational administration is drawn from many disciplines. Briefly discuss five of them.

(10 marks)

C. Critically discuss the dangers of using any three of the following administration concepts without taking into consideration the complex nature of organisations.

- a. Goals (4 marks)
- b. Control (4 marks)
- c. Formalisation (4 marks)
- d. Needs (4 marks)
- e. Informal organisation (4 marks)

(20 marks)

(Total = 40 marks)

SECTION B

Answer any two questions in this section.

Question 2

Examine three sources of power and explain how they are practiced in any organisation of your choice. Use examples to support your arguments.

(30marks)

Question 3

- a) Discuss Elton Mayo's Hawthorne Studies in the early to mid-1920s. (15 Marks)
- b) Outline criticisms that followed, based on the experiments. (15 marks)
- (Total = 30 marks)

Question 4

Define the following approaches to educational planning and discuss their limitations:

- (a) The social demand approach (10 marks)
- (b) The manpower approach (10 marks)
- (c) Cost-benefit analysis approach (10 marks)

(30 marks)

THE END