

**FACULTY OF EDUCATION****DEPARTMENT OF EDUCATIONAL FOUNDATIONS AND MANAGEMENT****2017/2018 ACADEMIC YEAR****FINAL EXAMINATION**

<b>PROGRAMME:</b>	BACHELOR OF EDUCATION
<b>TITLE OF PAPER:</b>	EDUCATIONAL ADMINISTRATION
<b>COURSE CODE:</b>	EFM302
<b>TIME ALLOWED:</b>	THREE HOURS
<b>INSTRUCTIONS:</b>	<ol style="list-style-type: none"><li>1. THIS QUESTION PAPER HAS TWO SECTIONS</li><li>2. SECTION A IS COMPULSORY</li><li>3. CHOOSE TWO QUESTIONS IN SECTION B</li><li>4. THE TOTAL MARKS FOR THE PAPER IS 80.</li></ol>

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

## SECTION A

Answer ONE question from this section.

### QUESTION 1

Briefly outline five beliefs why organisations attach so much value in administration as a field of study and especially as a field of practice.

(5x4 = 20 Marks)

OR

### QUESTION 2

Discuss Frederick Taylor's Scientific Management guidelines for improving efficiency of workers. You may be guided by his four principles of management.

(4x5 = 20 Marks)

## SECTION B

Choose two questions from this section

### QUESTION 3

Consider how your organisation as an open system would apply 5 principles of 'integration' as drawn from the Behavioural perspective of administration. Your organisation may be your school, a university or college.

(5x6 = 30 Marks)

### QUESTION 4

Do you agree with the statement that every member of the organisation may exert some form of power? Support your answer by selecting and discussing three sources of power that can be used by subordinates to get others do what they want them to do.

(3x10 = 30 marks)

### QUESTION 5

Discuss advantages and three disadvantages of the Social Demand Approach to educational planning?

(5x6 = 30 marks)

The end