

FACULTY OF EDUCATION



DEPARTMENT OF EDUCATIONAL FOUNDATIONS AND MANAGEMENT

2018/2019 ACADEMIC YEAR

FINAL EXAMINATION

PROGRAMME: BACHELOR OF EDUCATION

TITLE OF PAPER: EDUCATIONAL ADMINISTRATION

COURSE CODE: EFM302/EDF402

TIME ALLOWED: THREE HOURS

INSTRUCTIONS:

1. This paper has five (5) questions.
2. Question 1 and 2 are compulsory
3. Answer two (2) questions
4. The total is 100 marks.

This paper is not to be opened until permission has been granted to do so by the chief invigilator.

SECTION A

SECTION A IS COMPULSORY. ANSWER BOTH QUESTIONS.

QUESTION 1

If you were to be an administrator in a college or university, which **two (2)** areas would you integrate in your institution for efficiency and effectiveness? In your response, give examples to support your response to the question.

(20 marks)

QUESTION 2

Apart from the concept of integration, discuss **two (2)** other concepts of the behavioural perspective as reflected in Hoy and Miskel (2008 & 2013). In your discussion, explain why the concepts are still relevant in today's organisations.

(20 marks)

SECTION B

ANSWER ONLY TWO (2) QUESTIONS IN THIS SECTION

QUESTION 3

Henri Fayol (1888 -1918) is one of the most influential management theorists of the Twentieth Century.

Justify the above statement by discussing Fayol's five functions of management. In your discussion, show the value of these functions in an educational institution of your choice.

(30 marks)

QUESTION 4

Discuss any **five (5)** sources of power that you often find exercised by both administrators and their subordinates in educational institutions.

(30 marks)

QUESTION 5

The Kingdom of Eswatini is experiencing an economic downturn. What would be the advantages to using the manpower approach to planning? Give **four (4)** advantages and **two (2)** limitations of this approach to planning.

(30 marks)

THE END