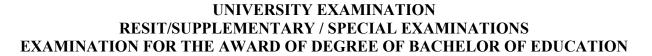
EAPE 411

CHUKA



### EAPE 411: EDUCATIONAL ADMINISTRATION AND MANAGEMENT

#### **STREAMS:**

#### TIME: 2 HOURS

2.30 P.M - 4.30 P.M.

**UNIVERSITY** 

# DAY/DATE: WEDNESDAY 11/08/2021

# INSTRUCTIONS

- Answer all questions.
- Do not write on this paper.

1 a). Define the following concepts as used in educational administration and management.

marks)

marks)

- a) Leadership
- b) Management
- c) Educational Management
- d) Supervision
- e) Motivation.

. . .

2. Justify the statement that a school is an organization.	(10 marks)
3. Explain the functions of management in an institution of learning.	(10 marks)
4. Discuss the factors that affect the choice of leadership style.	(20 marks)

- 5. Distinguish between theory X and theory Y. (10marks)
- 6. Demonstrate the application of administration theory to secondary schools in Kenya.

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7. Discuss why organizational climate is so important in an institution, (10 marks)



8. Examine various ways that a head teacher of either secondary or primary can improve		
communication in his or her school.	(10 marks)	
9. Identify some of the problems that might occur in a school due to lack of effective		
communication.	(10 marks)	