

CHUKA



UNIVERSITY

**UNIVERSITY EXAMINATIONS
RESIT/SPECIAL EXAMINATION**

**EXAMINATION FOR THE AWARD OF DEGREE OF BACHELOR OF EDUCATION
ARTS**

EAPE 411: EDUCATIONAL ADMINISTRATION AND MANAGEMENT

STREAMS: BED ARTS

TIME: 2 HOURS

DAY/DATE: MONDAY 01/11/2021

2.30 P.M – 4.30 P.M.

INSTRUCTIONS:

- **ANSWER ALL QUESTIONS.**
- **Do not write on this paper.**

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

(10marks)

- Leadership
- Management
- Educational Management
- Supervision
- Motivation.

2 a) Justify the statement that a school is an organization. (10marks)

3 a) Explain the functions of management in an institution of learning, (10marks)

4 a) Discuss the factors that affect the choice of leadership style (20marks)

5 a) Distinguish between theory X and theory Y. (10marks)

6 a) Demonstrate the application of administration theory to secondary schools in Kenya.

(10marks)

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

8 a) Examine various ways that a head teacher of either secondary or primary can improve communication in his or her school, (10marks)

9 a) Identify some of the problems that might occur in a school due to lack of effective communication, (10marks)
