

CHUKA



UNIVERSITY

UNIVERSITY EXAMINATIONS

EMBU CAMPUS

EXAMINATION FOR THE AWARD OF DEGREE OF BACHELOR OF EDUCATION

PEAP 321: LEADERSHIP AND MANAGEMENT IN EDUCATION

STREAMS:

TIME: 2 HOURS

DAY/DATE: TUESDAY 07/08/2018

8.30 A.M. – 10.30 A.M.

INSTRUCTIONS:

- **Do not write on this question paper.**
- **Question one is compulsory.**
- **Answer any other three questions.**

1. (a) Define the following terms: (10 marks)
 - (i) Educational Administration
 - (ii) Leadership
 - (iii) Authority
 - (iv) Power
 - (v) Theory

(b) Outline five tenets of the scientific management theory by Fredrick W. Taylor. (1856-1917) (5 marks)

(c) Briefly explain the historical development of educational management. (5 marks)

(d) Fayol established himself as the first organizational theorist with the definition of management in terms of five elements. Identify and explain the five functions of management. (5 marks)
2. Identify and discuss three leadership skills that a principal/ head teacher should possess for effective and efficient management of a school. (15 marks)

3. The method or style used by a leader greatly influences his/her effectiveness as a leader as well as the extent to which organizational goals are achieved. Discuss. (15 marks)
 4. (a) What is motivation? (3 marks)
(b) Discuss how a school head can satisfy the various levels of needs of his/her staff. (12 marks)
 5. Discuss five barriers to effective communication in a school. (15 marks)
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