

THARAKA



UNIVERSITY

COLLEGE

(A Constituent College of Chuka University)

UNIVERSITY EXAMINATIONS

EXAMINATION FOR THE AWARD OF DEGREE OF
BACHELOR OF EDUCATION EARLY CHILDHOOD DEVELOPMENT EDUCATION

ECDE 411: EDUCATIONAL ADMINISTRATION AND MANAGEMENT

STREAMS: BED (ECDE) LIH BIII P/T

TIME: 2 HOURS

DAY/DATE: TUESDAY 14/04/2020

8.30 AM – 10.30 AM

INSTRUCTIONS:

- ANSWER QUESTION ONE AND ANY OTHER THREE QUESTIONS
- DO NOT WRITE ON THE QUESTION PAPER

1. (a) Explain the following concepts as used in educational administration and

(i)	Educational administration	[2 marks]
(ii)	Educational management	[2 marks]
(iii)	Leadership in education	[2 marks]

(b) Explain five practices that are necessary for good school leadership. [10 marks]
- (c) Briefly account for the purpose of supervision in schools. [5 marks]
- (d) Explain the different types of school supervision. [4 marks]
2. (a) Discuss the functions of a good school manager. [9 marks]

- (b) Explain six problems encountered in school supervision and management. [6 marks]
3. (a) Discuss the importance of organizational climate in your school. [5 marks]
- (b) Describe five principles of educational management. [10 marks]
4. (a) Discuss the role played by social community in the success of management of schools. [9 marks]
- (b) Account for each of the following activities in school financial management.
- (i) Record keeping [2 marks]
 - (ii) Filling [2 marks]
 - (iii) Reporting [2 marks]
5. (a) Discuss two classical and two neo classical theories of administration in educational process. [8 marks]
- (b) Explain four leadership styles demonstrated in the Kenyan schools. [7 marks]
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