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KIRIRI WOMENS' UNIVERSITY OF SCIENCE AND TECHNOLOGY
UNIVERSITY EXAMINATION, 2024/2025 ACADEMIC YEAR
SPECIAL EXAMINATION
FOR THE DEGREE OF BACHELOR OF EDUCATION(ARTS)
KEF 2401 EDUCATIONAL POLICY AND MANAGEMENT

Date: 12th August 2024
Time: 11.30am-1.30pm

INSTRUCTIONS TO CANDIDATES:

ANSWER QUESTION ONE (COMPULSORY) AND ANY OTHER TWO QUESTIONS

QUESTION ONE (30 MARKS)

- a) Describe leadership in the context of educational administration (4 marks)
- b) Differentiate between Tangible and non –tangible qualities of effective leaders (6 marks)
- c) Explain the role of the administrator educational institution in planning & development (8 marks)
- d) Describe various characteristics of a bureaucratic organization (8 marks)
- e) Outline the significance of budgeting in the school management (4 marks)

QUESTION TWO (20 MARKS)

- a) Discuss five principles used in Scientific Management of an organization (10 marks)
- b) Contrast the assumptions of Theory Y & X in an educational institution (10 marks)

QUESTION THREE (20 MARKS)

- a) Explain five principles upon which the soundness & good working order of an organization depend (10 marks)
- b) Discuss the importance of Behavioral approach to educational administration & management (10 marks)

QUESTION FOUR (20 MARKS)

- a) Draw a diagram showing structure and functions of Ministry of Education (10 marks)
- b) Elaborate the functions of Kenya Institute of curriculum Development (10 marks)

QUESTION FIVE (20 MARKS)

- a) Giving examples describe three types of Authority useful to school managers (6 marks)
- b) Explain the role of schools' Board of Governors (10 marks)
- c) Suggest four functions of school weekly parades (4 marks)