



**NATIONAL OPEN UNIVERSITY OF NIGERIA**  
**14-16 AHMADU BELLO WAY, VICTORIA ISLAND LAGOS**  
**SCHOOL OF EDUCATION**  
**MAY/JUNE 2012 EXAMINATION**

PED 412 ORGANISATION AND ADMINISTRATION OF PRIMARY  
EDUCATION

Time Allowed: 2 Hours

Instruction: Attempt any 3 questions

- Q1. (a) Define school in your own words.  
(b) What are the characteristics of bureaucratic institutions?  
(c) What are the features of a school as a bureaucratic institution?
- Q2. (a) What are the problems confronting the implementation of primary education programme in Nigeria?  
(b) What are the goals of primary education?  
(c) Discuss the theories of administration
- Q3. (a) Examine the functions of the defunct National Primary Education Commission (NPEC)  
(b) What is personnel administration?  
(c) Discuss the importance of personnel administration in the field of education
- Q4. (a) Define what decision making is and explain the various steps involved in the decision making process.  
(b) Examine the factors that influence decision making in organizations.  
(c) List and explain factors influencing educational planning.

