



National Open University of Nigeria
Plot 91, Cadastral Zone, Nnamdi Azikiwe Expressway, Jabi, Abuja
Faculty of Agricultural Sciences
October/November, 2016

Department: Agricultural Economics and Extension

Course Title: Management of Agricultural Extension Personnel

Course Code: AEM 507

Credit Unit: 3

Total Score: 100 Marks

Time Allowed: 3Hours

Instruction: Answer 5 questions only. Each question carries equal marks (20 marks)

- (1) a. Define management 5 marks
b. Explain five (5) aids to staff selection in an organisation 15 marks
- (2) List and explain 5 managerial skills required in an organisation 20 marks
- (3) a. Discuss briefly 4 factors that must be present before we can say that an environment is conducive for extension management 12 marks
b. Briefly explain 4 purposes of budgeting 8 marks
- (4) a. List 5 theories relevant to extension management 5 marks
b. Explain 3 purposes of agricultural extension management theories 15 marks
- (5) a. Define the term Departmentation 5 marks
b. Briefly explain the 2 types of structures in an organisation 5 marks
c. Differentiate between centralization and decentralisation 10 marks
- (6) a. Write short notes on the following principles guiding the task of a personnel manager
(i) Scalar Chain 5 marks (ii) Esprit de Corps 5 marks (iii) Remuneration 5 marks
(iv) Stability of Tenure of Personnel 5 marks
- (7) a. Explain the 3 levels of planning 12 marks
b. State 4 purposes of staff appraisal 4 marks

c. List 4 types of training 4 marks