



**NATIONAL OPEN UNIVERSITY OF NIGERIA  
14-16 AHMADU BELLO WAY, VICTORIA ISLAND LAGOS  
MARCH/APRIL 2016 EXAMINATION**

**SCHOOL OF EDUCATION**

**COURSE CODE: EDU 412**

**COURSE TITLE: PRINCIPLES OF EDUCATIONAL MANAGEMENT**

**TIME ALLOWED: 2 HOURS**

**INSTRUCTION: ANSWER QUESTION 1 AND ANY OTHER TWO.**

1. (a) Identify five (5) qualities of a school administrator.  
(7½ marks)

(b) Discuss each of the five (5) qualities of a school administrator as listed in (1a) above.

(16 marks)

2. Discuss any ten (10) essential duties of school administrators.  
(23 marks)

3. (a) Identify any six (6) administrative principles of organisations.  
(6 marks)

(b) Discuss the six (6) administrative principles of organizations as listed above. (17 marks)

4. (a) Identify any six (6) major attributes of formal organisations.  
(9 marks)

(b) Discuss extensively on any six (6) of the major attributes of formal organizations mentioned in (4a) above.

marks)

(14