



NATIONAL OPEN UNIVERSITY OF NIGERIA

PLOT 91, CADASTRAL ZONE, NNAMDI AZIKWE EXPRESS WAY

JABI ABUJA

FACULTY OF EDUCATION

OCTOBER/NOVEMBER 2016 EXAMINATIONS

COURSE CODE: EDA 821

COURSE TITLE: HUMAN RESOURCE MANAGEMENT IN EDUCATION

CREDIT UNIT: 2CU

TIME ALLOWED: 2 HOURS

INSTRUCTIONS: ANSWER THREE (3) QUESTIONS IN ALL; QUESTION 1 AND ANY OTHER 2.

1(a) Define the term “Human Resources Management” . (5Marks)

(b) With reference to Five (5) specific areas, describe the importance of Human Resource Management in an organization . (25 Marks)

2. Describe five (5) major steps that a school principal can take in inducting a newly posted teacher. (20 Marks)

3(a) Discuss Six (6) major factors that can influence an organisation in taking a decision over wages and salary levels of workers. (18 Marks)

(b) Explain the term “Job Performance”. (2 Marks)

4(a) Define the term “Staff Academic Evaluation Record.” (8 Marks)

(b). Discuss on any four (4) major purposes of keeping staff record in school administration.

(12 Marks)