



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

EDU613: PRINCIPLES OF EDUCATIONAL MANAGEMENT AND SUPERVISION (2 CU)

TIME ALLOWED: 2Hours

INSTRUCTION(S): Answer Question 1 and any other 3

- 1(a) Administration could be conceived as an art and as a science. Do you agree? **(14 marks)**
- (b) With the present economic situation in Nigeria, what can you do as a school principal to address the challenges of school plant maintenance in your school? **(10 marks)**
- 2(a) What are the duties of a community to the school to ensure smooth running of the school activities? **(14marks)**
- (b) Do you think it is necessary to keep students records? Justify your position. **(10marks)**
- 3(a) Give 5 reasons why budgeting is indispensable in the administration of a school. **(15 marks)**
- (b) Enumerate 6 characteristics shared by formal organisations. **(9 marks)**
4. Write short notes on 6 out of the following. **(24 marks)**
 - (i) Formal organization
 - (ii) Task oriented leadership
 - (iii) Contingency leadership
 - (iv) Recognition inspection
 - (v) Follow-up inspection
 - (vi) The Log book
 - (vii) Teachers lesson note