



KENYATTA UNIVERSITY

CONTINUING EDUCATION PROGRAMME (CEP) 2022/2023

EXAMINATION FOR THE DEGREE OF BACHELOR OF EDUCATION

EMP 401: EDUCATIONAL ADMINISTRATION

DECEMBER, 2022 SESSION:

TIME: 2 HOURS

INSTRUCTIONS: Answer question ONE and any other TWO.

1. a) Highlight three functions of a school principal in school plant management. (3 marks)
- b) Explain why in Herzberg's hygiene motivational theory, hygiene factors are termed as dissatisfiers and motivational factors as satisfiers. (2 marks)
- c) Distinguish among the following terms; leadership, administration and management. (3 marks)
- d) Giving relevant illustrations explain the need to have a sound legal framework in education. (2 marks)
- e) Give two ways in which grapevine communication can be used to make management decisions in a school. (2 marks)
- f) By citing relevant illustrations show how education management is an eclectic field. (6 marks)
- g) Using relevant examples explain how the objective of National Unity has been achieved in secondary schools. (4 marks)
- h) Using examples, distinguish between a vote and a vote head as used in school financial management. (4 marks)
- i) State two benefits of educational management theories to school managers. (2 marks)
- j) Identify any two factors that determine the type of leadership style utilized by school principles. (2 marks)
2. a) Describe McGregor's theory X and Y. (8 marks)
- b) Using examples, explain the merits and demerits of theory X and Y in secondary school management. (12 marks)

3. a) Discuss five challenges facing the adoption of ICT in educational management in Kenya. (10 marks)
b) Suggest five possible solutions to the challenges identified in (a) above. (10 marks)
4. a) Explain five factors that necessitated the change of the education curriculum in Kenya from 8-4-4 to Competency Based Curriculum (CBC). (10 marks)
b) Expound on five challenges facing the implementation of the Competency Based Curriculum (CBC) in Kenya. (10 marks)
5. a) Explain any 4 objectives of budgeting in school financial management. (8 marks)
b) Discuss the importance of each step of the school budgeting process. (12 marks)