



KENYATTA UNIVERSITY

UNIVERSITY EXAMINATIONS 2010/2011

**INSTITUTIONAL BASED PROGRAMME (IBP) AUGUST SESSION
EXAMINATION FOR THE DEGREE OF BACHELOR EDUCATION (EARLY
CHILDHOOD EDUCATION)**

**ECE 035: BASIC CONCEPTS OF ADMINISTRATION AND MANAGEMENT
OF PROGRAMMES FOR INFANTS AND YOUNG CHILDREN**

DATE: Thursday 30th December, 2010

TIME: 11.00 a.m. – 1.00 p.m.

SECTION A: Answer ALL Questions in this Section (30 marks)

- Q1) Describe Three functions of school administrators. (6 marks)
- Q2) Explain the Three steps which should be followed when one is preparing a budget. (6 marks)
- Q3) Describe Two types of partnerships. (6 marks)
- Q4) Describe Three characteristics of effective programme management. (6 marks)
- Q5) List Six challenges facing Early Childhood programmes in Kenya today (6 marks)

SECTION B: Choose TWO Questions in this Section (40 marks)

- Q6) You have been asked to give a lecture on behavioural theories explanation of leadership. Discuss the issues you would talk about (20 marks)
- Q7) “All leadership styles have strengths and weaknesses”. Discuss this statement while describing at least three leadership styles. (20 marks)
- Q8) Write a detailed essay in which you describe the importance of programme organization. (20 marks)
- Q9) Your classmate is interested in working as a pre-school supervisor on completion of his studies but he is not sure of what this job entails. Write a detailed essay in which you discuss the information on supervision that you would share with your classmate. (20 marks)

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