KENYATTA UNIVERSITY

UNIVERSITY EXAMINATIONS 2010/2011

INSTITUTE OF OPEN LEARNING

EXAMINATION FOR THE DEGREE OF MASTER OF SCIENCE

HPE 507: ADMINISTRATIVE POLICES AND PROCEDURES IN PHYSICAL EDUCATION

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DATE: TUESDAY 1ST FEBRUARY 2011 TIME: 2.00 P.M – 5.00 P.M

INSTRUCTIONS

Answer any THREE Questions

1. a) Elaborate on the sources of policies in the sport and recreation industry . [8 marks]

   b) Expound on the steps and procedures for policy formulation and implementation. [15 marks]

2. a) Elaborate on the rational decision- making approach. [11 ½ marks]

   b) Explain the sources of information that can be used by a physical educator to make decisions. [12 marks]

3. a) Justify the process of staff performance appraisals. [12 marks]

   b) Discuss the following methods of performance appraisal for staff members in a sports/recreation organization:

      i) Ranking method [5 marks]

      ii) Peer rating [6 marks]

4. Expound on the following management procedures:

   a) Directing [9 marks]

   b) Organizing [8 marks]

   c) Controlling [6 marks]

5. a) Justify the process of orientation of new staff in an organization. [12 marks]

   b) Explain the supervisory responsibilities of a sports manager. [11 marks]