

ATONGOI TEACHERS TRAINING COLLEGE
ADMINISTRATION AND MANAGEMENT OF ECDE PROGRAM

END OF APRIL SESSION

DIPLOMA CLASS

NAME: _____

ADMN NO: _____

Attempt all the questions

1. Define the following terms
 - a) Staffing (2mks)
 - b) Directing (2mks)
 - c) Controlling (2mks)
 - d) Training (2mks)
 - e) Supervision (2mks)
2. List 10 components of a scheme of work (5mks)
3. Give 5 functions of the directorate of education (5mks)
4. Discuss 5 functions of KICD (5mks)
5. What are the roles of a school committee as far as ECDE is concerned (5mks)
6. List and explain 4 types of training (8mks)
7. List 10 roles of the TSC (10 mks)
8. What does the initials DDQAS stand for (2mks)
9. Discuss 5 areas an ECDE manager would consider when planning (10mks)
10. List down 5 functions of NACECE (5mks)
11. Give 5 importance of ECDE partnership (5mks)
12. Outline the roles played by the ministry of local government (5mks)