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**JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY**

**SCHOOL OF EDUCATION**

**UNIVERSITY EXAMINATION FOR DEGREE OF MASTER OF EDUCATION (ADMINISTRATION AND MANAGEMENT)**

**1ST YEAR 1ST SEMESTER 2016/2017 ACADEMIC YEAR**

**MAIN CAMPUS**

**COURSE CODE: EMA 833**

**COURSE TITLE: THEORIES AND CONCEPTS IN EDUCATIONAL**

**ADMINISTRATION**

**EXAM VENUE: STREAM: M.ED (ADMIN)**

DATE: EXAM SESSION: DECEMBER 2016

TIME: 3.00 HOURS

**Instructions:**

1. **Answer ANY 3 questions**
2. **Candidates are advised not to write on the question paper.**
3. **Candidates must hand in their answer booklets to the invigilator while in the examination room.**

***Question One***

Discuss the relevance of any THREE of the following concepts to Management and Administration of Educational Institutions.

1. Span of control (5marks)
2. Unity of command (5marks)
3. Time Table(5marks)
4. Management by objectives (5marks)

***Question Two***

(a) Describe the systems theory as it applies in a learning institution/schools.10mks)

(b) How can school leaders help in creating learning organisations? (10mks)

***Question Three***

Discuss Deming’s Principles of Total Quality Management (TQM) and explain how it can be applied to school management. (20mks)

***Question Four***

Describe the content theories of motivation and explain how they can be used to improve learning and teaching in school (20mks).

***Question Five***

(a) Distinguish between leadership and management.(6mks)

(b) Discuss seven traits of effective leaders giving examples. (14mks)