



MASENO UNIVERSITY
UNIVERSITY EXAMINATIONS 2015/2016

**FOURTH YEAR FIRST SEMESTER EXAMINATIONS FOR THE
DEGREE OF BACHELOR OF EDUCATION WITH INFORMATION
TECHNOLOGY**

MAIN CAMPUS

EMA 411: EDUCATIONAL ADMINISTRATION

Date: 14th January, 2016

Time: 8.30 - 10.30 am

INSTRUCTIONS:

- Answer ANY THREE questions.



EMA 411- EDUCATIONAL ADMINISTRATION

INSTRUCTIONS: ANSWER ANY THREE QUESTIONS TIME: 2HRS

- Q 1 Examine the use and abuse of power in the management of educational institutions in Kenya. (23.3mks)
- 2 Discuss any three leadership styles commonly used in the management of educational institutions in Kenya. (23.3mks)
- 3 a) Define the term "school budget" (3.3mks)
- b) State and explain importance of effective budgeting process in financial management of school in Kenya. (20mks)
- 4 "Communication is an important administrative tool in schools". Discuss. (23.3mks)
- 5 a) Identify any FIVE head teacher-based challenges that routinely inhibit 'change' in schools. (15mks)
- b) For each challenge identified above, discuss a practical solution (7.3mks)