



MASENO UNIVERSITY
UNIVERSITY EXAMINATIONS 2015/2016

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

HOMA-BAY CAMPUS

EMA 411: EDUCATIONAL ADMINISTRATION

Date: 2nd December, 2015

Time: 8.00 - 10.00 am

INSTRUCTIONS:

- Answer ANY THREE questions.



EMA 411 EDUCATIONAL ADMINISTRATION

Instructions: Answer Any Three Questions **Time: 2 hours**

1. Assess the importance of Herzberg's theory of job satisfaction in school management (23.3 marks)
2. Examine the value of books of accounts in financial administration in schools in Kenya. (23.3 marks)
3. Explain ways in which a school headteacher may exploit communication to enhance teacher discipline (23.3 marks)
4. Discuss the role of the following stakeholders in change management:
 - i. Change agents(12 marks)
 - ii. Change advocates(11.3 marks)
5. Discuss the functions of the following stakeholders in school infrastructural development.
 - i. Board of Management (12 marks)
 - ii. School surrounding community(11.3 marks)