**MOUNT KENYA UNIVERSITY**

**UNIVERSITY EXAMINATION 2017/2018**

**SCHOOL OF EDUCATION**

**DEPARTMENT OF EDUCATIONAL PSYCHOLOGY AND TECHNOLOGY**

**BACHELOR OF EDUCATION**

**UNIT CODE :BEM4109**

**UNIT TITLE:EDUCATIONAL ADMINISTRATION AND PLANNING**

**TIME:2 HOURS**

**INSTRUCTIONS:ANSWER QUESTION 1 AND ANY OTHER TWO QUESTIONS.**

1. a)Define the following terms and concepts; (10 marks)

i)leadership

ii) motivation

iii)education

iv) management

v)authority

b)Differentiate between power and authority. (5 marks)

c)Why are ethical issues important to a teacher? (5marks)

d) Outline five contemporary issues in educational administration.(5 marks)

2.a) Describe five challenges that a school principal is likely to face. (10 marks)

b)Suggest some ways of solving or coping with those challenges. (10 marks)

3.a) Outline Maslow’s hierarchy of needs. (10 marks)

b) Describe Maslow’s theory importance in an educational institution. (10 marks)

4.a)Outline selected ethical issues in education administration . (10 marks)

b) Describe two legal issues in Education Institution. (10 marks)

5.Differentiate through illustrations the two concepts of power and authority. (20 marks)