



NATIONAL OPEN UNIVERSITY OF NIGERIA

University Village, Nnamdi Azikiwe Expressway, Plot 91, Cadastral Zone, Jabi, Abuja

Faculty of Agricultural Sciences, Dept. of Agricultural Economics and Extension,

PoP Examination Questions, 2021 Academic Session 12345

Course Title: Agricultural Extension, Administration, Programme Planning & Evaluation

Course Code: AEM 712

Credit Unit: 2 Units

Total Score: 70 Marks

Time Allowed: 2 Hrs

INSTRUCTION: Answer Three Questions Only

QUESTION ONE

- What is Administration? (6 mks)
- In what way is communication different from coordination (4 ½ mks)
- An Extension Administrator is described as 'good' when he possesses some essential attributes. Mention six (6) of the attributes (6mks)
- Explain any five (5) roles/functions of extension supervisor in agricultural organization, (7 ½ mks)

QUESTION TWO

- Assume yourself as a staff of personnel Department, state five (5) functions this Department is saddled with. (5 mks)
- The success of Extension Administration rest on some conditions. State six (6) of these conditions (9 mks)
- Farmers crops can be transformed into different forms thereby adding value to the products. In this regard, discuss three (3) ways value addition can be carried out (9 mks)

QUESTION THREE

- In brief, state the purpose of Extension Administration (3 ½ mks)
- The role of budgeting cannot be over emphasized. Itemize five (5) reasons why the exercise is important in an organization (7 ½ mks)
- Analyze the concept of 'Personnel management' (6 mks)
- Supervision is not just an activity but an exercise that necessarily has to be accompanied by some administrative conditions for effectiveness. Succinctly explain four (4) of necessary administrative conditions (6 mks)

QUESTION FOUR

- Briefly State job description and job specification (6 mks)
- Highlight four (4) major activities that could be planned for in an Extension programme. (6mks)

- c. Advance three (3) reasons why planning is essential in an organization (3 mks)
- d. Taylor supported his theory of Scientific Management with some principles. State any four (4) of them (8 mks)