



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 12/245

Course Title: Extension Organisation, Management and Supervision
Course Code: ARD 502
Credit Unit: 2 Units
Total Score: 70 Marks
Time Allowed: 2Hrs

INSTRUCTION: Answer 3 Questions Only

- 1a. Discuss three (3) management skills needed by an extension Manager. (6 marks)
- 1b. State four (4) requirements needed by an Extension personnel to successfully conduct his/her tasks. (6 marks)
- 1c. State four (4) principles that underly the functional theory of management (6 marks)
- 1d. Discuss the following management theories. (6 marks)
 - i. Theory X and Y (3 marks)
 - ii. Theory Z (3 marks)
- 2a. Describe the phases involved in the training of organizational staff (10 marks)
- 2b. Succinctly discuss the following concepts/ rules of Management: (4 marks)
 - i. Order (1mark)
 - ii. Discipline (1.5 mark)
 - iii. Unity of command (1.5 mark)
- 2c. As the Extension Director, what steps will you take to recruit staff into the organization? (6 marks)
- 2d. Write short notes on any two (2) of the following procedures for determining the training needs of workers: (3 marks)
 - i. Group analysis (1.5 marks)
 - ii. Individual analysis (1.5 marks)
 - iii. Organizational analysis (1.5 marks)

- 3a. Discuss five (5) functions performed by Managers in an Extension organization. (7 ½ marks)
- 3b. (i) What is 'Staff induction'? (2 ½ marks)
- 3b. (ii) Discuss 4 merits of staff induction (4 marks)
- 3c. In terms of the degree to which they can accomplish certain objectives, state four (4) factors that should guide the selection of a training method. (4 marks)
- 3d. (i) What is discipline? (2 mark)
- (ii) Give two (2) forms in which discipline may be carried out in an extension organization. (3 marks)
- 4a. Differentiate between In-service and Pre-service trainings (6 marks)
- 4b. (i) What is 'Supervision'? (3 mark)
- 4b. (ii) As an Extension Supervisor, state four (4) roles that is expected of you by the organization. (6marks)
- 4c. (i) What is motivation? (3 mark)
- 4c. (ii) Discuss the Expectancy Theory of Motivation (5 marks)