



**NATIONAL OPEN UNIVERSITY OF NIGERIA**  
Plot 91, Cadastral Zone, Nnamdi Azikwe Express Way, Jabi, Abuja  
**Faculty of Education**  
**2020\_1 Semester**

**PROGRAMME:** M.ED.  
**COURSE TITLE:** Application of Management Information Systems (MIS) in Education  
**COURSE CODE:** EDA842  
**CREDIT UNIT(s):** 2  
**TIME ALLOWED:** 2 HOURS  
**INSTRUCTION:** Answer question number One (1) and any other two (2) questions

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**Question 1**

- a. Define the term *Management* (5 marks)
- b. Highlight and discuss any five (5) major functions of management in Nigerian educational system (15 marks)
- c. Discuss any five (5) challenges to the success of MIS in education in Nigeria (10 marks)

**Question 2**

- a. In a formal organization, workers are placed at three different levels. Describe three (3) levels of management and give two (2) examples of each level. (15 marks)
- b. Outline the procedures involved in saving a student's record for the first time on a computer file. (5 marks)

**Question 3**

Write short note on the following computer terms.

- i. Desk-Top Publishing
- ii. Data storage devices
- iii. Teletext
- iv. Data Transmission (20 marks)

**Question 4**

- a. Describe computer virus and state five (5) types of viruses that you know (8 marks).
- b. Identify three (3) causes of computer virus and three (3) preventive measures against the virus (12 marks)