



**NATIONAL OPEN UNIVERSITY OF NIGERIA**  
**Plot 91, Cadastral Zone, Nnamdi Azikiwe Express Way, Jabi, Abuja**  
**Faculty of Education**

**COURSE TITLE: PRINCIPLES OF EDUCATIONAL MANAGEMENT**

**COURSE CODE: EDU412**

**CREDIT UNITS: 2**

**TIME: 2 ½ Hrs.**

**INSTRUCTION: ANSWER QUESTION NO. ONE AND ANY OTHER TWO QUESTIONS**

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**Question 1 (30marks)**

- 1a. Explain the term educational administration as it applies to schools (6mks).
- 1b. Enumerate and discuss four (4) problems of school plant maintenance. (12mks).
- 1c. List and discuss four (4) important spaces necessary on the school site for effective activities of teaching and learning (12mks)

**Question 2**

- 2a. To enhance quality and standard in schools, inspection is usually carried out. Discuss four (4) various forms of inspection carried out in schools for enhancing quality assurance. (12mks)
- 2b. Enumerate four (4) factors that influence the choice of leadership styles adopted by school leaders. (8mks)

**Question 3**

- 3a. “A school administrator must possess some specific features and qualities in order to achieve an efficient school administration”. Enumerate and discuss five (5) of such features and qualities. (10mks)
- 3b. Budgeting is very important in educational system. Analyze five (5) importance of a school budget in the Nigerian school system (10mks)

**Question 4**

- 4a. Discuss five (5) ways indiscipline can be prevented in Nigerian schools. (15mks)
- 4b. A leader can adopt many approaches in relating to his/her subordinates. Analyze any two (2) approaches that a leader can employ in doing so. (5mks)