



National Open University of Nigeria
Plot 91, Cadastral Zone, NnamdiAzikwe Express Way, Jabi- Abuja
Department of Arts & Social Sciences Education
Faculty of Education

POP EXAMINATION 2022_2

Course Code: EDU782

Course Title: Business Education Methods

Credit Unit: 2

Time Allowed: 2Hours

Instruction: Answer question 1 and any other two questions

- 1a. What method would you use to teach your student how to change ribbons on their typewriters.
- b. Write ten (10) steps to be taken by the typewriting teacher using the demonstration method of teaching.
- 2a. Enumerate and explained ten (10) items lesson planning blue print
3. Whatever method is used in teaching shorthand, discuss ten (10) points that trainer should take note of in teaching.
 - 4a. Differentiate between inductive or Discovery approach and Deductive or Telling Methods of teaching shorthand
 - b. Enumerate four (4) factors affecting learning advanced by Daugherty.
 - c. Enumerate six (6) methods of teaching shorthand