



NATIONAL OPEN UNIVERSITY OF NIGERIA
Plot 91, Cadastral Zone, Nnamdi Azikiwe Express Way, Jabi-Abuja.
Faculty of Education
2023_1 POP EXAMINATION.

PROGRAMME: M.Ed.

COURSE TITLE: HUMAN RESOURCE MANAGEMENT IN EDUCATION

UNIT: 2

COURSE CODE: EDA821

INSTRUCTION: ANSWER QUESTION ONE (1) AND ANY OTHER TWO QUESTIONS.

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1A. State five (5) advantages of Training in school Organization (10 marks)

1B. Give basic two (2) reasons why transfers are made. (10 marks)

1C. Enumerate at least five (5) principles of merit performance to be considered when promoting teachers. (10 marks) (Total =30 marks)

2A. Describe the term human resource management. (5 marks)

2B. What are the conditions for teachers promotion generally and at both Federal and State levels respectively? (15 marks) (Total = 20 marks)

3A. Describe the uses of the following types of staff records:

i) Staff movement Book

ii) Staff Attendance Register Book

iii) Personal file and

iv). Confidential file. Total = **10 marks (2.5 marks x 4= 10 marks)**

3B Justify the purpose of keeping staff records with at least four (4) points. (10 marks) (TOTAL = 20 marks)

Q. 4) What are the various classification methods used in our school system. Put down your points in details. (20 marks)