



National Open University of Nigeria
Plot 91, Cadastral Zone, Nnamdi Azikwe Express Way, Jabi Abuja
Department of Educational Foundations
Faculty of Education
2024 1 EXAMINATION

Course Code: PED 412

Course Title: Organisation and Administration of Primary School Administration

Credit Unit: 2 Units

Time Allowed: 2 Hours

Instruction: Answer Question 1 and any other 2 questions

Question 1

- a) How would you describe an induction in any given organization (5marks)
- b) What are the steps involved in an induction process (25marks)

Question 2

As a school administrator, mention the responsibilities expected of you (20 marks)

Question 3

- a) Enumerate how data collection can enhance educational planning (12 marks)
- b) What are the sources of data collection used for educational planning (8 marks)

Question 4

Justify the need for educational budget in the school system (20 marks)