



NATIONAL OPEN UNIVERSITY OF NIGERIA

University Village, Nnamdi Azikiwe Expressway, Plot 91, Cadastral Zone, Jabi, Abuja
Faculty of Agricultural Sciences, Dept. of Agricultural Economics and Extension,
PoP Examination Questions, SEPTEMBER, 2020_1

**Course Title: AGRICULTURAL EXTENSION ADMINISTRATION, PROGRAMME
PLANNING AND EVALUATION**

Course Code: AEM712

Credit Unit: 2

Total Score: 70 Marks

Time Allowed: 2 Hours

INSTRUCTION:

Answer compulsory question 1 (25 marks) and any other 3 questions (15 marks each).

QUESTION ONE

- a. Define Administration and state its purpose (5 mks)
- b. Carefully analyze any FOUR conditions that are necessary for successful Extension Administration (6 mks)
- c. The effectiveness of an interview process is premised on several factors. Express in details any FOUR of these factors. (6 mks)
- d. Explain Maslow's view of hierarchy of needs (3 mks)
- e. Itemize and explain Maslow's FIVE needs of hierarchy as it concerns human motivation (5 mks)

QUESTION TWO

- a. Define Agricultural Administration (3 mks)
- b. An Extension Administrator needs to be equipped with some essential attributes. Advance SIX of these attributes. (6 mks)
- c. Define and write short note on Strategic Extension Campaign (6 mks)

QUESTION THREE

- a. What is the meaning of Personnel Management? (3 mks)
- b. Enumerate SIX functions of Personnel Management (6 mks)
- c. Explain THREE main principles that guide Extension Administration (6 mks)

QUESTION FOUR

- a. What is Staff morale? (5 mks)
- b. Vividly explain how an Extension Administrator can maintain staff morale (4 mks)

c. Continuous training of Extension Personnel is necessary to meet up task and responsibilities. Explain FOUR reasons why this training is necessary. (6 mks)

QUESTION FIVE

a. Explain the FIVE functions of management as advanced by Fayol (7 ½ mks)

b. Explain FIVE characteristics of Strategic Extension Campaign (SEC) (7 ½ mks)

QUESTION SIX

a. Highlight and discuss any SIX essential tasks of an Extension Administrator (9 mks)

b. An Extension administration usually has a document otherwise regarded as mission statement.

Mention any FOUR required statements that are embodied in the mission statement (6 mks)