



**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,**  
**SEPTEMBER 2020\_1 EXAMINATION**

**Course Title: ADMINISTRATION AND PROGRAMME PLANNING IN EXTENSION**

**Course Code: ARD507**

**Credit Unit: 3 Units**

**Total Score: 70 Marks**

**Time Allowed: 3 Hours**

**INSTRUCTION: Answer compulsory question 1 (30 marks) and any other 4 questions (10 marks each).**

- 1a. Discuss eight (8) conditions necessary for successful extension administration. (10 Marks).
- 1b. Explain eight (8) Fayol's principles of management as frequently applied in administration. (8 Marks)
- 1c. State Taylor's principles of scientific management. (3 Marks).
- 1d. State five (5) problems of extension supervision in Nigeria. (5 Marks).
- 1e. Explain briefly the following in extension personnel management
  - i. Subject matter specialists. (2 Marks)
  - ii. Motivation. (2 Marks)
- 2a. State seven (7) functional areas of public relations. (7 Marks).
- 2b. State the three-fold function of the extension supervisor/coordinator or manager in performing public relations activities. (3 Marks).

- 3a. Define the term strategic tasks of administration. (2½ Marks).
- 3b. Explain briefly three (3) strategic tasks of an agricultural extension administrator. (7½ Marks).
- 4a. Mention five (5) factors that affect organizational design. (5 Marks)
- 4b. State five (5) guidelines for setting up or modifying an extension organization. (5 Marks).
- 5a. State six (6) reasons why extension supervision is important. (6 Marks).
- 5b. State four (4) roles of the budget. (4 Marks)
- 6a. Discuss briefly four (4) responsibilities of an agricultural extension administrator (6 Marks).
- 6b. Explain the following types of motivation
- i. Achievement motivation
  - ii. Affiliation motivation (4 Marks).
- 7a. Name six (6) essential attributes of an administrator. (6 Marks).
- 7b. Briefly explain content and process theories of motivation. (4 Marks).