



Plot 91, Cadastral Zone, Nnamdi Azikiwe Expressway, Jabi, Abuja

Faculty of Education

2025_2 EXAMINATIONS

Course Code: EDU 412

Course Title: Principles of Educational

management Duration: 2 Hours

Credit Unit: 2 C Level: 400

Instruction: Answer question one and any other two

(Q1a) Identify critical components of administration in an organization. (8 marks)

(Q1b) Define communication effectiveness. (7 marks)

(Q1c) Describe in five (5) ways, how a school principal can build school-community relations. (15 marks)

(Q2a) Highlight five characteristics of an informal organization. (10 marks)

(Q2b) A formal organization can not survive without the existence of informal organizations within it. Discuss to back-up this statement. (10 marks)

(Q3a) Identify ten (10) statutory records of a school. (10 marks)

(3b) Discuss the gap the differences between statutory and non-statutory records. (10 marks)

(Q4a) What is school discipline? (5 marks)

(Q4b) discuss five (5) essentials of school discipline. (15 marks)

(Q5a) What is planning? (5 marks)

(Q5b) In what five ways, do you think participative decision-making would enhance attainment of school goals. (15 marks)