



**JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY SCHOOL
OF EDUCATION**

UNIVERSITY EXAMINATION FOR THE DIPLOMA IN SEPCIAL NEDS EDUCATION

1ST YEAR 1ST SEMESTER 2013/2014 ACADEMIC YEAR

CENTRE: MAIN

COURSE CODE: ESN 2115

COURSE TITLE: MANAGEMENT OF SPECIAL NEEDS EDUCATION

EXAM VENUE: LR 8

STREAM: Dip. SNE

DATE: 13/12/2013

EXAM SESSION: 9.00 – 10.30 AM

TIME: 1 ½ HOURS

Instructions:

- 1. Answer question 1 (Compulsory) and ANY other 2 questions.**
- 2. Candidates are advised not to write on the question paper.**
- 3. Candidates must hand in their answer booklets to the invigilator while in the examination room.**

Question 1

1 (a) Define the following concepts used in administration

(i) Leadership (1 mark)

(ii) Planning (1 mark)

(b) Describe FOUR ways how training can effectively improve the performance of staff in an institution

(4 mark)

(c) Outline SIX purposes of institutional budget (6 marks)

(d) Name SIX special needs Education Programmes . (6 marks)

(e) State FOUR functions of District Education Board (4 marks)

(f) List FOUR Policies which govern Special Education Needs (4 marks)

(g) Outline FOUR roles of Teachers Service Commission (4 marks)

Question 2

Discuss FIVE Styles of Management in institutions and organizations (20 marks)

Question 3

Describe how the community can be utilized in meeting the school needs (20 marks)

Question 4

Describe financial **records** which should be kept by an institution for the for effective financial management (20 marks)

Question 5

Discuss the Kenya's National Goal of Education in relation to special needs education (20 marks)