

THE OPEN UNIVERSITY OF SRI LANKA
FACULTY OF EDUCATION
BACHELOR OF EDUCATION HONOURS IN SPECIAL NEEDS EDUCATION
DEGREE PROGRAMME – 2023/2024
LEVEL - 06
FINAL EXAMINATION - 2024
SNU6224/ESU4124– EDUCATIONAL MANAGEMENT
DURATION – THREE (03) HOURS



Date: 02.03.2025

Time: 01.30 p.m. – 04.30 p.m.

Answer All Questions in Part I and any three (03) questions from Part II.

PART - I

01. Briefly describe what is meant by management and illustrate your answer with an example from a school setting.
02. Explain why educational management is essential, for teachers to address the special educational needs.
03. “Efficiency leads to Effectiveness” Discuss this statement briefly and provide a relevant example from you school context.
04. List out the first **five (05)** Categories of Managerial actions introduced by Henry Fayol.
05. Identify **five (05)** key developmental responsibilities of the Zonal Education Office.
06. Mention **five (05)** managerial tasks of a Special Education teacher in relation to the school management.
07. List **five (05)** characteristics of an effective school.
08. Mention **five (05)** major responsibilities of a school principal towards the school effectiveness.

(5 x 8 = 40 marks)

PART - II

09. i. Mention the **four (04)** basic elements of management process. (04 marks)
- ii. Explain with relevant example why planning is considered as a most important element in the management process. (06 marks)
- iii. Identify **two (02)** challenges that school principals encounter during the planning process and suggest practical strategies to overcome or minimize these challenges. (10 marks)

10. “F.W. Taylor’s Scientific Management theory emphasizes maximizing an organization’s productivity”
- Mention **four (04)** principles/procedures Taylor made to increase organizational productivity under above Theory. (04 marks)
 - As a teacher, how would you implement **two (02)** principles/procedures mentioned above to enhance educational outcomes in your school? Provide **two (02)** relevant examples and explain each briefly. (06 marks)
 - According to Taylor, giving more concern to the work environment of an organization is very important. What actions would you take as a teacher to organize a more conducive learning environment in your school? (10 marks)
11. “The 13th Amendment to the Constitution led to the establishment of Provincial Councils, and decentralizing administrative responsibilities to the regional level.
- Mention the **five (05)** hierarchical level of the current education management structure in Sri Lanka education system. (04 marks)
 - Briefly describe **three (03)** key functions of the Ministry of Education. (06 marks)
 - Using appropriate examples, explain **four (04)** administrative roles performed by the Provincial Department of Education in relation to school activities. (10 marks)
12. “Teachers play a crucial role in meeting the needs of students within the classroom environment”.
- As a special education teacher, identify **two (02)** key forms of support you expect from your principal to effectively organize your classroom. (04 marks)
 - Briefly describe **three (03)** essential responsibilities you must undertake as a special education teacher to ensure effective classroom management. (06 marks)
 - Identify **two (02)** challenges you may encounter while carrying out the responsibilities mentioned in part (ii) and suggest suitable strategies to overcome or minimize those challenges. (10 marks)

13. “Despite various measures taken by the government to address problems in educational management, several issues persist”.
- i. Identify **four (04)** key problems related to resource management within the Sri Lankan educational management system. (04 marks)
 - ii. Briefly explain the underlying causes of the problems mentioned in part (i) (06 marks)
 - iii. As a teacher, describe how you can contribute to address those problems. (10 marks)
14. “A key objective of internal supervision is to improve the teaching and learning process”
- i. Briefly explain the concept of internal supervision. (04 marks)
 - ii. Using **three (03)** relevant examples, discuss the benefits that teachers can gain from internal supervision to improve their teaching. (06 marks)
 - iii. Identify **two (02)** challenges your principals faced in implementing internal supervision and suggest possible solutions to address or minimize these challenges. (10 marks)

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