

**FEDERAL UNIVERSITY OF TECHNOLOGY, MINNA**  
**SCHOOL OF TECHNOLOGY EDUCATION**  
**DEPARTMENT OF INDUSTRIAL AND TECHNOLOGY EDUCATION**  
**2012/2013 FIRST SEMESTER EXAMINATION**

**COURSE CODE: ITE 514**

**COURSE TITLE: WORKSHOP MANAGEMENT AND ORGANIZATION**

**TIME: 2HRS**

**INSTRUCTION: Attempt only four (4) Questions**

- 1) a. Define workshop organization  
b. State and describe **five** (5) guidelines in designing a workshop
- 2) State **five** problems technical teachers may face in the management of a workshop.
- 3) State and describe **five** reasons why efficient tools management is essential in the workshop.
- 4) Identify a technology trade, and with the aids of sketches design a functional workshop plan locating and naming the tools, machines and offices in it for best workshop practice.
- 5) Write on any **two** of the following
  - i. Storage facilities in a workshop
  - ii. Proper inventory of workshop equipments
  - iii. Digital equipments in the workshop
  - iv. Workshop supervision
- 6) With the aid of drawings distinguish between a machine shop, or a bench shop and an integrated workshop. State the advantages and disadvantages of either.