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1. The IEP must be reviewed at least _____ by the IEP team and the parents
 - a. Quarterly
 - b. Biannually
 - c. Every two years
 - d. **Annually**

2. An Individualized Family Service Plan is a written plan that identifies and organizes services and resources for
 - a. Children with special needs who are from birth through age 4 and their families.
 - b. **Children with special needs who are from birth through age 5 and their families**
 - c. Children with special needs who are preschool age and their families
 - d. Children with special needs who are from birth through age 2 and their families.

3. Speech impairments can occur in all of the following areas except:
 - a. **Semantics problem**
 - b. Articulation problems
 - c. Voice problems
 - d. Fluency problems

4. The process of making judgement is called
 - a. Budgeting
 - b. **Evaluation**
 - c. Demonstration
 - d. Documentation

5. The level of school administration can best be judged through
 - a. Head teacher
 - b. Beautiful building
 - c. **Learning out comes**
 - d. Teachers students relations

6. Acquaintance roll is used for
 - a. **Salary disbursement**
 - b. Stock
 - c. Govt. Grants
 - d. Expenditures

7. The degree to which organizational resources contribute to productivity is:
 - a. Effectiveness
 - b. **Efficiency**
 - c. Output
 - d. Production

8. All transaction should be entered in which register
 - a. Fee
 - b. **Cash**
 - c. Funds
 - d. With drawl

9. Coordinating, stimulating and directing the growth of teacher is the purpose of
 - a. Administration
 - b. Inspection**
 - c. Supervision
 - d. Management

10. Metacognition is the
 - a. Awareness and monitoring of one's attitudes and attention while learning**
 - b. Application of analytic tools to society at large
 - c. Umbrella term for such skills as comparing, observing, and summarizing.
 - d. Curricular pendulum when it swings toward a "back to basics" approach.