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(CBCS)

(6th Semester)

EDUCATION

TENTH PAPER

(Educational Planning and Management)

Full Marks : 75

Time : 3 hours

INSTRUCTIONS TO CANDIDATES

(Please read the instructions carefully before you start writing your answers)

1. Questions should be attempted as per instructions.
2. Do not copy the Questions. Indicate the Section and Question No. clearly while attempting the answer.
3. For Multiple choice answer, candidate should indicate the **Question No., Sub. No., (if any) and the correct answer. For example :**

1. *Name the State capital of Mizoram.*

(a) *Lunglei*

(b) *Aizawl*

(c) *Champhai*

Candidate should provide answer as—Q. No. 1 : (b) *Aizawl*

[Candidate should **avoid** writing only (b)]

4. The figures in the margin indicate full marks for the questions.

(SECTION : A—OBJECTIVE)

(Marks : 10)

Choose the correct answer from the options provided :

1×10=10

1. Institutional planning is also known as
 - (a) local planning
 - (b) grassroots planning
 - (c) local planning
 - (d) top planning

2. The number of basic steps involved in planning is
 - (a) 5
 - (b) 10
 - (c) 7
 - (d) 2

3. “Management is the art of knowing exactly what you want to do and seeing that they do it in the best and cheapest way.” Who said this?
 - (a) F. W. Taylor
 - (b) F. M. Smith
 - (c) G. Terry Page
 - (d) J. B. Thomas

4. Who is considered to be the father of modern concept of management?
 - (a) Max Weber
 - (b) William Henry Smyth
 - (c) Henri Fayol
 - (d) F. W. Taylor

5. "Financial management is concerned with the efficient use of an important economic resource, namely, capital funds." Who said this?
- (a) Howard and Upton
 - (b) Taylor
 - (c) Ahuja
 - (d) Thomas
6. Which one of the following is a major factor affecting financial allocations?
- (a) Population mobility
 - (b) Low level of national income
 - (c) Constitutional provisions
 - (d) Unequal distribution of wealth
7. Managerial behaviour is a term which is used in
- (a) applied behavioural research
 - (b) educational behavioural research
 - (c) descriptive behavioural research
 - (d) democratic behavioural research
8. Which leadership style is the odd one out?
- (a) Supportive style
 - (b) Benevolent style
 - (c) Democratic style
 - (d) Exploitative style
9. Which of the following is considered as the best type of supervision?
- (a) Preventive supervision
 - (b) Creative supervision
 - (c) Protective supervision
 - (d) Corrective supervision

10. The main focus of educational supervision is

- (a) control
- (b) education service
- (c) decision making
- (d) administration

(SECTION : B—SHORT ANSWER)

(Marks : 15)

Write notes on the following :

3×5=15

1. Institutional planning

OR

Concept of educational planning

2. Aspects of management

OR

Merits of Bureaucratic management

3. Factor affecting financial allocation

OR

Purposes of educational finances

4. Meaning of educational leadership

OR

Role of a manager

5. Importance of supervision

OR

Merits of supervision

(SECTION : C—DESCRIPTIVE)

(Marks : 50)

Answer the following questions : 10×5=50

1. Discuss the needs and importance of educational planning. 5+5=10

OR

Discuss the various processes of planning. 10

2. Elaborate on the principles of management. 10

OR

What is decentralized management? How is it different from centralized management? 5+5

3. What is financial management? Discuss the various sources of income of educational organization. 4+6=10

OR

Discuss the various problems of financing educational institution in India. 10

4. Discuss the different factors affecting managerial behaviour. 10

OR

Discuss the various leadership styles. 10

5. What is meant by supervision? Discuss the various types of educational supervision. 4+6=10

OR

Discuss the various principles of supervision. 10
