No. of Printed Pages—2

110 (EDM)

[19HKMDEDO–M4S(O)19A]

MA 4th Semester (Old) Exam., 2019 (S)

EDUCATION

[MED (S4) 13]

(Educational Management)

Full Marks : 80

Time : 3 hours

The figures in the margin indicate full marks for the questions

1. Answer any *five* from the following questions (each within *50* words) : 2×5=10

(a) Give the derivative meaning of the word 'management'.

(b) Define planning.

(c) State two characteristics of a good institutional plan.

(d) State the basic difference between classroom management and classroom discipline.

(e) What is meant by 'benchmarking'?

(f) List out the nature of leadership.

2. Answer any *three* from the following questions (each within *150* words) : 4×3=12

(a) Enumerate the 'manpower requirement approach' of educational planning.

(b) Explain in brief the essentials of institutional planning.

(c) List out the limitations of workshop.

(d) Give a brief outline of evolution of TQM.

3. Answer any *three* from the following questions (each within *250* words) : 6×3=18

(a) Discuss the scope of educational management.

(b) State and explain the principles of classroom management.

(c) Describe different administrative functions of an educational supervisor.

(d) Give a detailed description on the major approaches of institutional planning.

4. Answer any *four* from the following questions (each within *500* words) : 10×4=40

(a) What is controlling? Discuss the steps involved in the control process. 2+8=10

(b) Give a detailed description of time management highlighting its use in the classroom.

(c) Discuss in detail the different dimensions of TQM forwarded by Dr. Genichi Taguchi.

(d) How is communication important in an educational organization? Describe briefly the role of communication in supervisory process. 4+6=10

(e) Discuss in detail the procedures to be adopted during the planning process in the school.

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