

**MA EDUCATION  
THIRD SEMESTER  
EDUCATIONAL MANAGEMENT  
MAE-301**

**Duration: 3 Hrs.**

**Marks: 70**

PART : A (OBJECTIVE) = 20  
PART : B (DESCRIPTIVE) = 50

**[ PART-B : Descriptive ]**

**Duration: 2 Hrs. 40 Mins.**

**Marks: 50**

**[ Answer question no. One (1) & any four (4) from the rest ]**

1. What do you understand by educational administration? Explain the basic principles of educational administration. (3+7=10)
2. Define leadership. Discuss about any one theory of leadership. (3+7=10)
3. Discuss any two approaches to educational planning. (5+5=10)
4. What is institutional planning? Discuss the needs of institutional planning. (4+6=10)
5. Define supervision. What are the objectives of educational supervision? (3+7=10)
6. Elaborate the hindrances for educational planning in India. (10)
7. Discuss about any two leadership styles. (5+5=10)
8. Write short notes: (5+5=10)
  - a) Total quality management in education.
  - b) Management by objectives.

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**[ PART-A : Objective ]**

**Choose the correct answer from the following :**

**1×20=20**

1. Which of the following leadership style was identified by the Michigan University as the most effective leadership style?
  - a. Democratic style
  - b. Employee centered leadership
  - c. Participative group leadership
  - d. Team leadership
2. Supervision is a continuous activity whereas inspection is a:
  - a. General activity in a common place
  - b. Special activity in a given moment
  - c. Complex activity in a situation
  - d. Specific activity in a specific time
3. District Primary Education Programme was started in:
  - a. 1990
  - b. 1994
  - c. 1998
  - d. 1996
4. Functional managers are responsible:
  - a. For a single area of activity
  - b. To the upper level of management and staff
  - c. For complex organizational sub units
  - d. For obtaining copyrights
5. According to Aghenta, social demand approach is:
  - a. Service
  - b. Politics
  - c. Game
  - d. Challenge
6. The role of headmaster includes:
  - a. Supervision
  - b. Guidance
  - c. Leadership
  - d. All the above
7. Manpower approach is also known as:
  - a. Human super approach
  - b. Human inferior approach
  - c. Human resource development approach
  - d. None of the above
8. Educational administration is concerned with:
  - a. The why of educational processes
  - b. The what of educational programme
  - c. The goal of educational practices
  - d. The how of achieving educational objectives
9. Operational planning is also known as:
  - a. Divisional planning
  - b. Distributive planning
  - c. Divisive planning
  - d. Diffusive planning
10. Educational supervision helps in:
  - a. Diagnosis
  - b. Remediation
  - c. Encouraging
  - d. All of these
11. Institutional planning provides:
  - a. Qualitative development
  - b. Quantitative development
  - c. Both 'a' and 'b'
  - d. None of these
12. Educational supervision is a service in:
  - a. Management
  - b. Administration
  - c. Organization
  - d. All of these
13. A good institutional plan should be:
  - a. Specific
  - b. Conducive to development
  - c. Scientific and task oriented
  - d. All of these
14. Communication will be effective:
  - a. If it is delivered in a calm situation
  - b. If it is delivered slowly and clearly
  - c. If it reaches the receiver completely
  - d. If it reaches the receiver as intended by the sender
15. How many approaches to educational planning have been given by Adesina?
  - a. 1
  - b. 2
  - c. 3
  - d. 4

16. Which of the following is not a characteristic of good institutional plan?
- Need based
  - Optimum utilization of resources
  - Goal oriented
  - Grant based
17. Educational planning is:
- Best use of teaching
  - Best use of limited resources
  - Both 'a' and 'b'
  - None of the above
18. The typical time horizon for aggregate planning is:
- Less than a month
  - Upto three months
  - 3 to 18 months
  - Over the year
19. Modern approach to supervision is:
- More democratic, human relation oriented and innovative
  - More democratic and innovative
  - More pragmatic and innovative
  - None of the above
20. Controlling is:
- Gather information
  - Comparing data performance to pre established performance
  - Determine the next action plan
  - All of the above

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# UNIVERSITY OF SCIENCE & TECHNOLOGY, MEGHALAYA



**[PART (A) : OBJECTIVE]**

Duration : 20 Minutes

Serial no. of the  
main Answer sheet

Course : .....

Semester : ..... Roll No : .....

Enrollment No : ..... Course code : .....

Course Title : .....

Session : ..... 2017-18 ..... Date : .....

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### Instructions / Guidelines

- The paper contains twenty (20) / ten (10) questions.
- Students shall tick (✓) the correct answer.
- No marks shall be given for overwrite / erasing.
- Students have to submit the Objective Part (Part-A) to the invigilator just after completion of the allotted time from the starting of examination.

Full Marks	Marks Obtained
20	

Scrutinizer's Signature

Examiner's Signature

Invigilator's Signature