



COOCH BEHAR PANCHANAN BARMA UNIVERSITY
B.A. Honours 4th Semester Examinations, 2023

EDUCATION

EDUCATIONAL MANAGEMENT AND ADMINISTRATION

CORE-8

Time Allotted: 2 Hours

Full Marks: 40

The figures in the margin indicate full marks.

GROUP-A

1. Answer any *one* question from the following: 15×1 = 15
- (a) What do you mean by educational management? Point out the major objectives of educational management. Why is the knowledge of management important in today's education? 3+6+6
- (b) Define the term 'Supervision'. Explain the purpose and functions of educational supervision. 3+6+6
- (c) Elaborate the concept of leadership. Distinguish between autocratic and democratic leadership. Discuss the importance of leadership in the field of education. 4+5+6

GROUP-B

2. Answer any *one* question from the following: 10×1 = 10
- (a) Give a brief account of the 12th Five Year Plan in Primary and Secondary Education. 10
- (b) Discuss about the various types of supervision in education. Briefly point out the merits and demerits. (two each) 6+4
- (c) What are the major functions of educational administration? Briefly describe the functions of UGC in the field of higher education. 5+5

GROUP-C

3. Answer any *one* question from the following: 5×1 = 5
- (a) What are the steps followed during educational planning? 5
- (b) Mention the merits and demerits of democratic leadership. 5
- (c) How does social factor affect the managerial behaviour of teachers? 5

GROUP-D

4. Answer any *ten* questions from the following:

1×10 = 10

- (a) Write the full form of NCTE.
- (b) 'The boss is always right' is the feature of _____ leadership.
(Fill in the blanks)
- (c) Assessment of how well a school is performing is called
(A) Administration (B) Supervision (C) Inspection (D) All of these
- (d) To motivate others to achieve certain goals is the task of a supervisor.
(True / False)
- (e) Mention any one function of NAAC.
- (f) Influencing people to follow in the achievement of a common goal is called _____.
(Fill in the blank)
- (g) A Supervisor is one who
(A) provides friendly help (B) inspects classrooms
(C) gives directions (D) criticizes the teaching methods
- (h) How many types of educational administration are there?
- (i) Inspection is regarded as a 'fault-finding and fact-finding act'. (True / False)
- (j) Democratic leadership is based on
(A) dictatorship (B) hard work (C) mutual sharing (D) all of these
- (k) To design some actions to be done before-hand in the field of education is called _____.
(Fill in the blank)
- (l) In Indian schools, autocratic leadership is mostly followed. (True / False)

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