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(CBCS)

(5th Semester)

POLITICAL SCIENCE

SEVENTH PAPER

(Public Administration)

Full Marks : 75

Time : 3 hours

(PART : A—OBJECTIVE)

(*Marks : 25*)

The figures in the margin indicate full marks for the questions

SECTION—A

(*Marks : 10*)

Tick (✓) the correct answer in the brackets provided :

1×10=10

1. Who is considered as the father of Public Administration?

- (a) Woodrow Wilson () (b) Luther Gulick ()
(c) Herbert Simon () (d) Henri Fayol ()

2. Who among the following is the proponent of bureaucratic approach?

- (a) J. D. Montgomery () (b) Max Weber ()
(c) L. D. White () (d) F. W. Riggs ()

3. "Formal organization is a system of consciously coordinated activities or forces of two or more persons." Who said this?
- (a) M. W. Cuning () (b) G. S. Hodgson ()
(c) Chester Barnard () (d) Graham Wallace ()
4. Who defines leadership as the capability to persuade people towards a common goal?
- (a) Keith Davis () (b) MacIver and Page ()
(c) Louis A. Allen () (d) M. P. Follett ()
5. Which type of training seeks to prepare the future recruits?
- (a) Post-entry training () (b) Informal training ()
(c) Pre-entry training () (d) Formal training ()
6. Promotion is derived from Latin word 'promovere' meaning to
- (a) move forward () (b) go upward ()
(c) hold higher post () (d) higher wage ()
7. Legislative controls the administration through
- (a) motions and resolutions ()
(b) resolutions only ()
(c) motions only ()
(d) judicial organ ()
8. The essence of communications is
- (a) transmitting information ()
(b) showing information ()
(c) imparting knowledge ()
(d) sharing understanding ()
9. The word 'budget' is derived from a French word 'bougette' meaning a
- (a) leather bag ()
(b) official documents ()
(c) public papers ()
(d) wooden box ()

10. Comptroller and Auditor General of India is appointed by the President by warrant under his hand and seal for a period of six years or up to the age of

(a) 60 years ()

(b) 65 years ()

(c) 70 years ()

(d) 67 years ()

SECTION—B

(Marks : 15)

Answer the following questions in 2 or 3 sentences each :

3×5=15

1. Write a short note on classical theory of Public Administration.

OR

Write three features of bureaucratic approach.

2. What is coordination?

OR

Mention three types of decision making.

3. What do you mean by promotion?

OR

List out the three objectives of training.

4. Highlight the three ways in which legislative controls over administration.

OR

Write a brief note on Quo Warranto.

5. What is Question Hour?

OR

Write a note on Comptroller and Auditor General of India (CAG).

(PART : B—DESCRIPTIVE)

(Marks : 50)

The questions are of equal value

UNIT—I

1. Discuss the role of Public Administration in developing countries.

OR

Critically examine the scientific management approach to the study of Public Administration.

UNIT—II

2. Define hierarchy. What are the merits and demerits of hierarchy?

OR

What do you mean by leadership? Discuss the essential qualities and techniques of leadership.

UNIT—III

3. Define development administration. Discuss the problems associated with development administration in India.

OR

What is recruitment? Mention the features of sound recruitment.

UNIT—IV

4. State the points of distinction between the Civil Servants and Ministers in India.

OR

Elaborate the judicial control over the administration in India.

UNIT—V

5. Discuss the meaning and principles of budgeting in India.

OR

Analyze the role and function of the Finance Ministry.

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