

MODEL PAPER

SUBJECT:-Public Administration

Class XI

M.Marks=100

Time= 3 Hrs

Instructions

The whole paper is divided into four sections

Section A:- Questions 1 to 10 are designed to assess the micro level mental aptitude of the students through 1 Mark each.

Section B:- Questions 11 to 20 of 2 marks each are designed to assess the micro level understanding of the over all Subject. The answer to these questions should not exceed 50 words each.

Section C:- Question No. 21 to 30 of 4 marks each are designed to assess the understanding skill of the students. The answer to these questions should not exceed 100-120 marks.

Section D:- Question No 31 to 35 of 6 marks each with internal choice are designed to evaluate the conceptual knowledge of Public Administration

Section A

1 Marks each

Very Short Answer Type Questions

- Q.No. 1. Which of the following statement is not correct in respect of New Public Management:-
a) It is market orientation.
b) It upholds public Interest.
c) It advocates managerial authority.
d) It focuses on performance appraisal.
- Q.No. 2. Good governance and participative Civil Society for development were stressed in world Bank Report of :
a) 1992 b) 1997 c) 2000 d) 2003
- Q.No.3 Globalisation Means:-
a) Financial Market System is centred in a single state.
b) Growth of a Single unified world market.
c) Geographical location of firm is of utmost importance.
d) Foreign Capitalist transaction.
- Q.No. 4 “The Art of Administration is the direction, co-ordination and control of many persons to achieve some purpose or objective “ The definition is given by
a) L.D White b) F.M Morre c) Brooks Adams d)None of the Above
- Q.No.5 The paper on Science of Administration is presented by ?
a) Gulick and urwick b) Gulick & Fayol c) Taylor & Gulick d) All of the above
- Q.NO 6 Herbert Simon’s contribution is significant in the field of
a) Communication b) Authority c) Leadership d) Decision making
- Q.No.7 Elton Mayo was born in 1880 at
a) Australia b) Japan c) UK d) USA
- Q.No.8 Traditional theory of motivation is not known as ?
a) Economic theory b) Monistic theory c) Carrot & Stick theory
d) Socio-Eco-theory

- Q.No 9 Which state became first in India to enact Right to Service Guarantee Act ?
a) Bihar b) M.P c) U.P d) Delhi
- Q.No10 Private bodies covered under Right to Information Act True/False.

Section-B
Short Answer Type Questions-I (02 Marks each)

- Q.No. 11 Give in brief meaning of New Public Administration ?
- Q.No 12 Give economic approach of FW Riggs ?
- Q. No 13 Meaning of Classic approach in public administration ?
- Q.No 14 What is theory X and Theory Y of Mc Gregor ?
- Q.No 15 What is effective communication? Also discuss its features?
- Q.No 16 Give four qualities of a leader?
- Q.No 17 What is span of control ?
- Q.No 18 Meaning of Financial Administration ?
- Q.No 19 What is good governance ?
- Q.No 20 Why public Administration is necessary in all fields of life?

Section-C
Short Answer Type Questions-II (4 Marks each)

- Q.No 21 Give contribution of Elton Mayo ?
- Q.No 22 Define Scientific Management as given by F.W Taylor Explain any four?
- Q.No 23 Discuss elements of delegation ?
- Q.No 24 How principle of unity of command is useful to management. Discuss?
- Q.No 25 How the public policies are evaluated ?
- Q.No 26 What is Performance Budget? Why it is needed ?
- Q.No 27 Budget is an instrument of social & economic policy. Discuss ?
- Q.No 28 Meaning of Public Service Guarantee Act. Also discuss its features ?
- Q.No 29 Is RTI playing its constructive role ?
- Q.No 30 What is new public management ?

Section-D

Long Answer Type Questions with Internal Choice (6 Marks each)

Q. No 31 Is Public Administration an Art. or Science? Support your answer with suitable example

OR

What is New Public Administration? Also State its significances

Q. No 32 Describe the Bureaucratic approach regarding organisation as expounded by Max Webber

OR

Describe the approach of Organisation as given by Gulik ?

Q.No 33 Describe various types of human needs which constitute a hierarchy ?

OR

Decision making with special reference to H. Simon. Comment ?

Q.No 34 What are the hindrances of effective communication? Suggest measures to overcome these Hindrances

OR

Explain Financial and non-Financial incentives used to motivate workers ?

Q.No 35 Is media playing significant role in modern society. Discuss?

OR

Give meaning of public policies? How the public policies are formulated ?