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2 SEM TDC EDNH (CBCS) C 4

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(May)

EDUCATION

(Core)

Paper : C-4

(Educational Administration and Management)

Full Marks : 80

Pass Marks : 32

Time : 3 hours

*The figures in the margin indicate full marks
for the questions*

1. Answer the following questions : 1×8=8

(a) What is meant by decentralized educational management?

(b) Write one function of educational leadership.

(c) What is meant by institutional planning?

(d) Mention one objective of educational supervision.

(2)

- (e) Name one source of educational finance.
- (f) Write one merit of SWOT analysis.
- (g) Write any one of the principles of educational planning.
- (h) Name one component of budget.
2. Write short notes on the following : $4 \times 5 = 20$
- (a) Difference between management and administration
- (b) Nature of educational leadership
- (c) Need of educational planning
- (d) Objectives of educational supervision
- (e) Scope of educational finance
3. What is educational management? Discuss any two types of educational management. $2+4+4=10$
- Or*
- Define educational management. Discuss the management of human and material resources in an educational institution. $2+4+4=10$
4. What is autocratic style of educational leadership? Discuss the factors influencing leadership styles in India. $3+8=11$

(3)

Or

Discuss the role of an educational leader in ensuring quality of education in present-day context. 11

5. What is an educational plan? Discuss the importance of school development plan in India. $2+8=10$

Or

What is meant by educational planning? Discuss the short type educational planning along with its demerits. $2+8=10$

6. What is educational supervision? Discuss the scope of educational supervision in higher education in India. $2+9=11$

Or

Define educational supervision. Discuss the problems of conducting educational supervision in higher education in India. $2+9=11$

7. What is meant by educational finance? Discuss the use of computer in management of finance in the educational institutions. $2+8=10$
