

INTERNAL ASSIGNMENT QUESTIONS
M.A. PUBLIC ADMINISTRATION PREVIOUS
2022



PROF. G. RAM REDDY CENTRE FOR DISTANCE EDUCATION

(RECOGNISED BY THE DISTANCE EDUCATION BUREAU, UGC, NEW DELHI)

OSMANIA UNIVERSITY

(A University with Potential for Excellence and Re-Accredited by NAAC with "A" + Grade)

DIRECTOR
Prof. G.B. Reddy
Hyderabad – 7 Telangana State

**PROF.G.RAM REDDY CENTRE FOR DISTANCE EDUCATION
OSMANIA UNIVERSITY, HYDERABAD – 500 007**

Dear Students,

Every student of M.A. Public Administration Previous has to write and submit **Assignment** for each paper compulsorily. Each assignment carries **20 marks**. The marks awarded to you will be forwarded to the Controller of Examination, OU for inclusion in the University Examination marks. The candidates have to pay the examination fee and submit the Internal Assignment in the same academic year. If a candidate fails to submit the Internal Assignment after payment of the examination fee he will not be given an opportunity to submit the Internal Assignment afterwards, if you fail to submit Internal Assignments before the stipulated date the Internal marks will not be added to University examination marks under any circumstances.

You are required to **pay Rs.300/-** towards the Internal Assignment Fee through Online along with Examination fee and submit the Internal Assignments along with the Fee payment receipt at the concerned counter.

ASSIGNMENT WITHOUT THE FEE RECEIPT WILL NOT BE ACCEPTED

Assignments on Printed / Photocopy / Typed papers will not be accepted and will not be valued at any cost.

Only hand written Assignments will be accepted and valued.

Methodology for writing the Assignments:

1. First read the subject matter in the course material that is supplied to you.
2. If possible read the subject matter in the books suggested for further reading.
3. You are welcome to use the PGRRCDE Library on all working days including Sunday for collecting information on the topic of your assignments.
(10.30 am to 5.00 pm).
4. Give a final reading to the answer you have written and see whether you can delete unimportant or repetitive words.
5. The cover page of the each theory assignments must have information as given in FORMAT below.

FORMAT

- 1 NAME OF THE COURSE :
2. NAME OF THE STUDENT :
3. ENROLLMENT NUMBER :
4. NAME OF THE PAPER :
5. DATE OF SUBMISSION :

6. Write the above said details clearly on every assignments paper, otherwise your paper will not be valued.
7. Tag all the assignments paper-wise and submit
8. Submit the assignments on or before **27th August, 2022** at the concerned counter at PGRRCDE, OU on any working day and obtain receipt.

DIRECTOR

**M.A. PUBLIC ADMINISTRATION (PREVIOUS)
INTERNAL ASSESSMENT**

PAPER - I: ADMINISTRATIVE THEORY

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Explain the basic elements of theory
2. Discuss the important features of Spathanga Theory
3. What is integration? Discuss the bases and obstacles of integration
4. Comment on the advantages and difference of theory X and Theory Y
5. Explain the concept of Good Governance

Section-B

UNIT -II : Answer the following questions (each question carries Five Marks)

2X5=10

1. Write an essay on Barnard views on Organization
2. Discuss the contribution of Henri Fayol to the study and understanding of Management.

M.A. PUBLIC ADMINISTRATION (PREVIOUS) INTERNAL ASSESSMENT

PAPER - II: MANAGEMENT SCIENCE & TECHNIQUES

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. POSDCORB
2. Discuss the Characteristics of Authority.
3. Describe the Structure and process of Organisation.
4. Types of Communication.
5. Explain the different levels of Management.

SECTION – B

UNIT – I : Answer the following questions (each question carries two marks)

5x2=10

1. Discuss the importance, Definitions, and Scope of Management
2. Explain the meaning and importance of Leadership.

**M.A. PUBLIC ADMINISTRATION (PREVIOUS)
INTERNAL ASSESSMENT**

PAPER - III: COMPARATIVE AND DEVELOPMENT ADMINISTRATION

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Highlight Major contributions of CPA in Social Science Research.
2. What are the main important characteristics of the Developing Countries.
3. Evaluate the role of Britain Prime Minister
4. What is the “Doctrine of Separation of Powers” ?
5. Give briefing on Riggs contributions to CPA.

SECTION – B

UNIT – I : Answer the following questions (each question carries two marks)

5x2=10

1. Compare the administrative Characteristics features of India with that of South Korea and Japan.
2. Discuss the main characteristics of prismatic theory. Give illustration from India.

M.A. PUBLIC ADMINISTRATION (PREVIOUS) INTERNAL ASSESSMENT

PAPER - IV: INDIAN ADMINISTRATIVE SYSTEM

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Continuity and changes in Indian Administration.
2. Composition and Functions of UPSC.
3. Functions of Governor.
4. The role of District Collector in District Administration.
5. Distinct between Generalist and Specialist.

SECTION – B

UNIT – I : Answer the following questions (each question carries two marks)

5x2=10

1. Explain the powers and functions of President of India.
2. Discuss the role of Chief Minister in State Administration.

M.A. PUBLIC ADMINISTRATION (PREVIOUS) INTERNAL ASSESSMENT

PAPER - V: FINANCIAL ADMINISTRATION

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Importance of Financial Administration
2. Principle of maximum sacrifice.
3. Sources Public Borrowings.
4. Voting of Demands for grants.
5. Principles of federal Finance.

SECTION – B

UNIT – I : Answer the following questions (each question carries two marks)

5x2=10

1. Explain about the effects of Public Debt.
2. Discuss the canons of Public expenditure.