INTERNAL ASSIGNMENT QUESTIONS

M.A. (Public Personnel Management) II Semester

2026-2027

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
Sr. Prof. N.Ch. Bhatracharyulu
Hyderabad – 7 Telangana State

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

Dear Students,

Each student has to write the answers to the Assignment questions with neat own handwriting using Blue Pen (Black Ink not allowed) for each paper. Assignments have to submit after the payment of Rs.500/- by showing the receipt of the same. If the Assignment is not submitted within stipulated time i.e. before the theory exams / last date is treated as absent.

Methodology for writing the Assignments (Instructions) :

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

FORMAT

1. **NAME OF THE STUDENT :**
2. **ENROLLMENT NUMBER :**
3. **NAME OF THE COURSE :**
4. **SEMESTER (I, II, III & IV) :**
5. **TITLE OF THE PAPER :**
6. **DATE OF SUBMISSION :**

- Write the above said details clearly on every subject assignments paper, otherwise your paper will not be valued.
- Tag all the assignments paper wise and submit them in the concerned counter.

Submit the assignments on or before **30.11.2026** at the concerned counter at PGRRCDE, OU on any working day and obtain receipt.

DIRECTOR

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

INTERNAL ASSIGNMENT QUESTION PAPER

COURSE : M.A. (Public Personnel Management) II Semester

Paper : Paper 1 (201)Subject : **Environment of Public Organizations**

Total Marks: 30

Section – A

Answer the following short questions (each question carries two marks)5x2=10

1. What is performance appraisal?
2. Explain organisation and functions of UPSC.
3. What is recruitment process?
4. Explain the concept of committed bureaucracy.
5. Explain the causes for corruption.

Section – B

Answer the following Questions (each question carries ten marks)2x10=20

1. Explain the rank classification system and discuss its advantages and disadvantages.
2. Discuss the various types and methods of promotion in public administration.

Name of the Faculty : Dr. K. Madhavi
Dept. Public Administration

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

INTERNAL ASSIGNMENT QUESTION PAPER

COURSE : M.A. (Public Personnel Management) II Semester

Paper : Paper 2Subject : **Management Science & Techniques – II**

Total Marks: 30

Section – A

Answer the following short questions (each question carries two marks)5x2=10

1. Discuss the steps in decision making.
2. What are the objectives of work simplification?
3. Explain the characteristics of Management by Exception.
4. Write a note on Operational Research.
5. Discuss the merits of Total Quality Management.

Section – B

Answer the following Questions (each question carries ten marks)2x10=20

1. Briefly discuss the steps involved in MBO process.
2. What are the advantages and disadvantages of Cost-Benefit Analysis?

Name of the Faculty : Dr. Sathya Sai Laxmi P.
Dept. Public Administration

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

INTERNAL ASSIGNMENT QUESTION PAPER

COURSE : M.A. (Public Personnel Management) II Semester

Paper : Paper 3Subject : **Organisational Behaviour**

Total Marks: 30

Section – A

Answer the following short questions (each question carries two marks)5x2=10

1. Types of inter-organisational behaviour.
2. Types of conflicts.
3. Theories of group formation.
4. Elements of communication.
5. Alternative theories of participation.

Section – B

Answer the following Questions (each question carries ten marks)2x10=20

1. Explain the typology of models of small group behaviour and organisational behaviour.
2. What is organisational behaviour? Incorporate observational learning in your organisation.

Name of the Faculty : _____

Dept. _____

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

INTERNAL ASSIGNMENT QUESTION PAPER

COURSE : M.A. (Public Personnel Management) II Semester

Paper : Paper 4 (204)Subject : **Personnel Management – II**

Total Marks: 30

Section – A

Answer the following short questions (each question carries two marks)5x2=10

1. Define job analysis.
2. What is job description?
3. What is meant by discipline?
4. Define pay and benefits.
5. What is a Human Resource Information System (HRIS)?

Section – B

Answer the following Questions (each question carries ten marks)2x10=20

1. Explain the process of determining human resource requirements.
2. Explain the major issues and emerging trends in personnel management in the modern organisational environment.

Name of the Faculty : Dr. B. Chandra Shekar
Dept. Public Administration