

BA POLITICAL SCIENCE
SECOND SEMESTER
PUBLIC ADMINISTRATION
BAP – 202

**SET
A**

[USE OMR SHEET FOR OBJECTIVE PART]

Duration: 3 hrs.

Full Marks: 70

Time: 30 mins.

Marks: 20

(Objective)

1 × 20 = 20

Choose the correct answer from the following:

1. "Public Administration is concerned with the administration of the government", stated by.....
 - a. E. N. Gladden
 - b. L. Gulick
 - c. L. Urwick
 - d. H. Fayol
2. The term 'administration' is derived from which origin word?
 - a. Greek
 - b. Latin
 - c. Scandinavian
 - d. None of the above
3. How many stages are found in the evolution and growth of the discipline of Public Administration till now?
 - a. Two
 - b. Three
 - c. Six
 - d. Eight
4. Administration consists of managerial activities undertaken in pursuit of an objective in view..... This is considered as the view of.....
 - a. Managerial View of Administration
 - b. Integral View of Administration
 - c. Wider View of Administration
 - d. None of the above
5. In which Phase the 'Era of Challenges' took place?
 - a. Period I
 - b. Period II
 - c. Period III
 - d. Period IV
6.means rule or control of the higher over the lower
 - a. Hierarchy
 - b. Unity of command
 - c. Span of control
 - d. Delegation
7.simplifies the procedure of movement of files because of strict adherence to the rule of "through proper channel" and makes it easy to know where a particular file is.
 - a. Hierarchy
 - b. Unity of command
 - c. Span of control
 - d. Delegation
8. Who introduced the term *Scalar Process*?
 - a. Dwight Waldo
 - b. Herbert Simon
 - c. Mooney and Reiley
 - d. Henri Fayol and Herbert Simon
9.means an employee should receive orders from one superior only.
 - a. Hierarchy
 - b. Unity of command
 - c. Span of control
 - d. Delegation

10. "A corollary of the chain of command is unity of command, the principle that each employee should have only one boss". Who gave the aforesaid definition?
 - a. L D White
 - b. Reiley
 - c. F W Taylor
 - d. Dimock and Dimock
11. Who is regarded as the father of Public Administration?
 - a. Woodrow Wilson
 - b. Henry Fayol
 - c. Max Weber
 - d. Herbert Simon
12. Which of the following is/ are the other names of Classical theory of Administration?
 - a. Traditional Theory
 - b. Mechanistic Theory
 - c. Both (a) & (b)
 - d. None of the above
13. The book entitled as 'Papers on the Science of Administration' was published by.....
 - a. Luther Gulick
 - b. Henry Fayol
 - c. Lyndall Urwick
 - d. Luther Gulick & Lyndall Urwick
14. Who is regarded as the father of Classical Theory?
 - a. Woodrow Wilson
 - b. Luther Gulick
 - c. Henry Fayol
 - d. Max Weber
15. "The art of administration is the direction, coordination and control of many persons to achieve some purpose or objective", stated by.....
 - a. L. D. White
 - b. Mooney
 - c. A. Maslow
 - d. P. H. Appleby
16. The administrative agencies which perform the functions that directly contribute to the achievement of primary or main purpose of government organisation are known as.....agencies
 - a. Line
 - b. Staff
 - c. auxiliary
 - d. None of the above
17. Department, public corporations Independent Regulatory Commission are types ofagencies.
 - a. Line
 - b. staff
 - c. auxiliary
 - d. None of the above
18.agencies perform housekeeping functions.
 - a. Line
 - b. Staff
 - c. Auxiliary
 - d. None of the above
19. Who wrote the book "Reinventing Government: How The Entrepreneurial Spirit Is Transforming The Public Sector"?
 - a. Herbert Simon
 - b. Dwight Waldo
 - c. David Osborne
 - d. L D White
20. With which outlook the Minnowbrook Conference is associated?
 - a. NPM
 - b. NPA
 - c. All of the above
 - d. None of the above

(Descriptive)

Time : 2 Hr. 30 Mins.

Marks : 50

[Answer question no.1 & any four (4) from the rest]

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| 1. Define Public Administration. Describe its scope. | 3+7=10 |
| 2. State the Phases of the evolution and growth of the discipline of Public Administration. Write any four each similarities and differences between Public Administration and Private Administration. | 2+4+4=10 |
| 3. Write a note on meaning, features, advantages and disadvantages of Hierarchy. | 10 |
| 4. Discuss the meaning and types of Line agencies. | 5+5=10 |
| 5. Explain the contributions of Henry Fayol towards the growth of Classical Theory of Administrative Management. | 10 |
| 6. Critically discuss the <i>Theory of Scientific Management</i> by F. W. Taylor. | 10 |
| 7. What is <i>Good Governance</i> ? Explain its characteristics or principles. | 5+5=10 |
| 8. Write a note on NPA highlighting its goals. | 10 |

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