

Total No. of Printed Pages—3

**2 SEM TDC EDNH (CBCS) C 4**

**2 0 2 4**

( 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 : 4×5=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.

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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

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