

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.

- (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.

$3+8=11$



*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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