

Avinashilingam Institute For Home Science And Higher Education For Women
Coimbatore – 641 043.
Continuous Internal Assessment Test I - October 2019
SEMESTER I

Class : I B.Ed
Major: Education

Time: 2 Hrs.
Max. Marks: 60

18BEDC03 Educational Administration

Course Outcomes:

- CO1: Understand the concept and concerns of educational administration
CO2: Develop an understanding about role of the headmaster and the teacher in school management
CO3: Understand the concept and importance of communication and its possible barriers in educational administration
CO4: Critically analyse the administrative scenario in relation to the functioning of other secondary school of the area
CO5: Grasp the scientific practices of educational management and apply it in work situation.

PART – A

5 x 1 = 5

Choose the correct answer

1. The executive body that executes the policy of government framed in the Secretariat is
a. SCERT b. DIET c. The Directorate d. SCIET CO 4 K3
2. Expansion of DEO is
a. Deputy Educational officer b. Director of Educational office
c. Divisional Educational officer d. District Educational officer CO5 K2
3. ----- prepare development plans and propose budgetary allocation for their execution.
a. Divisional Education officer b. Deputy Educational Officer
c. District Education officer d. Director of Education CO5 K6
4. The responsibility of maintaining proper standards in higher education is directly related with
a. State government b. Central government
c. State Advisory board d. District Educational officer CO5 K1
5. The pivot of Educational system is
a. teachers b. Parents c. students d. Community CO3 K1

PART – B

5 x 2 = 10

Answer the following in one or two sentences

6. What is meant by crisis in management? CO3 K2
7. Mention any four staff development programmes. CO3 K2
8. Enumerate the role of teachers in the administration of education. CO4 K3
9. Mention any four functions of state government in relation to secondary schools. CO5 K3
10. Mention the problems of teachers in schools. CO4 K2

PART – C

3 x 5 = 15

Answer ALL Questions

Answer should not exceed 200 words or one page

11. a. Explain the Social justice approach in educational planning. CO4 K2
(or)
11. b. Enlist the qualities required to lead an educational institution CO4 K2
12. a. Describe the role of local bodies and private agencies in running of schools CO5 K5
(or)
12. b. Construct the administrative structure of education in state. CO3 K6

13. a. Discuss the various ways of involving other functionaries in the planning of school activities. CO4 K3
(or)
13. b. List the problems of school administrators in government schools CO5 K2

PART – D **2 x 15 = 30**

Answer the following

Answer should not exceed 700 words or four pages

14. a. Describe the role of Headmaster/ Headmistress in planning of school activities. CO4 K3
(or)
14. b. Elucidate the barriers of Communication in Educational administration and Suggest suitable measures to overcome those barriers. CO3 K5
15. a. What are the functions of board of secondary education in controlling secondary schools? CO5 K1
(or)
15. b. Explain man power approach educational management with their advantages and disadvantages. CO4 K3

No. needed: 50