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**Avinashilingam Institute for Home Science and Higher Education for Women**

(Deemed to be University Estd. u/s 3 of UGC Act 1956, Category A by MHRD)

Re-accredited with 'A++' Grade by NAAC. Recognised by UGC Under Section 12B

Coimbatore - 641 043, Tamil Nadu, India.

**Master of Education Degree Examination - July 2022**

**II Semester**

**Class : I M.Ed.**

**Time : 3 Hours**

**Max. Marks : 100**

**21MEDC09 Educational Management**

Course Outcomes:

CO1: Explain the concept of educational administration

CO2: Understand the role of the headmaster and the teacher in school management

CO3: Develop communication skills for educational administration

CO4: Critically analyse role of administrator in the Educational Institutions

CO5: Apply the scientific practices of educational management in work situation

**Part A**

**10 x 1 = 10**

**Choose the Correct Answer**

1. Effective School environment is mostly effected by CO1 K2
  - a. meeting pupil needs
  - b. empowering staff
  - c. friendly environment
  - d. monthly meeting
2. The major problem of making the school management effective is CO2 K3
  - a. low literacy rate
  - b. high drop-out rate
  - c. weak management
  - d. none of the above
3. The successful criteria for effective school management is CO3 K2
  - a. to get planned target
  - b. to improve performance
  - c. to stress on future performance
  - d. none of the above
4. Which of the following is not the type of communication channel? CO4 K2
  - a. Speaking, listening
  - b. Writing, reading
  - c. Visualizing, observing
  - d. Thinking activity
5. Respect of opinion is the feature of \_\_\_\_\_ administration. CO3 K4
  - a. Instructional
  - b. Democratic
  - c. Authoritarian
  - d. none of the above
6. Science parks are place meant for CO2 K3
  - a. science research
  - b. leisure activities
  - c. interactive exhibits
  - d. both b and c
7. Which one of the following is co-curricular activities in science teaching? CO2 K4
  - a. Back board
  - b. Science fairs
  - c. Text book
  - d. Audio visual aids
8. What are the best qualities of a Principal? CO5 K4
  - a. Act decisively
  - b. Priority management
  - c. Empower others
  - d. All the above
9. Which of the following statement is true? CO3 K5
  - a. In small qualities, stress is good
  - b. Too much stress is harmful
  - c. All the stress is bad
  - d. a and b are correct
10. NCERT was established in the year CO1 K1
  - a. 1961
  - b. 1964
  - c. 1965
  - d. 1960

**Part B**

**5 x 6 = 30**

**Answer ALL questions**

**Each answer should not exceed 400 words or two pages**

- 11.a. State the importance of Educational Management. CO1 K1  
(or)
- 11.b. Describe the systems approach to Educational Management. CO1 K2
- 12.a. Explain the concept of organizational climate. CO2 K4  
(or)
- 12.b. Write a short note on Effective classroom management. CO2 K3
- 13.a. Analyze the Principles of effective staff meeting. CO3 K4  
(or)
- 13.b. Identify the criteria of assessing quality of Educational institutions. CO3 K1
- 14.a. Appraise the value of performance appraisal of teacher. CO4 K5  
(or)
- 14.b. Classify the service book and cumulative card. CO4 K4
- 15.a. Explain about functions of NCERT. CO5 K2  
(or)
- 15.b. Examine the need and salient features of secondary school. CO5 K1

**Part C**

**5 x 12 = 60**

**Answer ALL questions**

**Each answer should not exceed 800 words or four pages**

- 16.a. Explain the functions of Educational Management. CO1 K4  
(or)
- 16.b. Examine the need and objectives of Educational Management. CO1 K3
- 17.a. Analyze the ways of ensuring effective institutional discipline. CO2 K4  
(or)
- 17.b. Evaluate the characteristics of democratic institutional climate. CO2 K5
- 18.a. Describe the merits and demerits of Institutional Planning. CO3 K2  
(or)
- 18.b. Interpret the principles of time table construction for curricular and co-curricular activities. CO3 K3
- 19.a. Plan the importance and activities of PTA. CO4 K6  
(or)
- 19.b. Point out the qualities and skills of a Headmaster. CO4 K4
- 20.a. Compare the National and International system of Education in India. CO5 K6  
(or)
- 20.b. Discuss the major support by SCERT to promote education at State level. CO5 K2

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