

Roll No:

UNIVERSITY OF PETROLEUM
AND ENERGY STUDIES



End Semester Examination, May 2017

Program/course: BA PPA
Subject: Public Administration I
Code : BAPP 131
No. of page/s: 2

Semester – II
Max. Marks: 100
Duration : 3 Hrs

GENERAL INSTRUCTION : WORD LIMIT IN QUESTIONS, WHEREVER SPECIFIED, SHOULD BE ADHERED TO. CONTENT OF THE ANSWER IS MORE IMPORTANT THAN THE LENGTH.

SECTION A - OBJECTIVE TYPE QUESTIONS -

20 MARKS

I. MATCH THE FOLLOWING

1M X 10 Q = 10 MARKS

1. Scientific management theory	a) Orders from one master/ superior
2. Unity of command	b) F.W.Taylor
3. Span of control	c) New public administration
4. Line agencies	d) Grapevine
5. Constructive conflict	e) Number of employees a supervisor can manage
6. Legal rational authority	f) Direct contact with people
7. Minnowbrook conference	g) Wheel and star
8. Staff agencies	h) Advise, assist and aid.
9. Formal communication	i) Mary Parker Follet
10. Informal Communication	j) Max Weber

II. VERY SHORT ANSWER TYPE – (about 20-25 words)

5Q X 2M = 10 MARKS

1. Trait theory
2. Tension theory
3. Great man theory
4. Structural-functional approach
5. Historical approach

SECTION B - SHORT ANSWER (in about 100-150 words)

4Q X 5M = 20 MARKS

1. Briefly explain styles of Leadership.
2. What are the factors that affect Span of control?
3. Explain the techniques of supervision.
4. Discuss the Growing importance of public administration in India.
5. What is delegation? Write a note on limits to delegation.

SECTION C- DESCRIPTIVE TYPE (in about 250-300 words)

10 M X 3Q = 30 MARKS

1. Explain the differences between line and staff agencies.
2. Policy convergence requires greater inter departmental and intra departmental coordination. How can coordination be achieved.
3. "Information constitutes the life-blood of the functioning of an organisation." Explain the utility and significance of communication in decision-making.
4. Write a note on the stages of evolution of Public administration.
5. Discuss about the types of decentralization, with appropriate examples. What are the advantages of decentralization?

SECTION D - ANALYTICAL TYPE (in about 250-300 words)

10 M X 3Q =30 MARKS

1. 'Blake and Mouton defined leadership styles based on two dimensions – concern for people and concern for production.' In light of the statement, discuss the managerial grid model. Explain with reason which one of the style is the best.
2. What are Informal organisations? In your opinion, do they help or hinder the working of the organization?
3. Policy convergence requires greater inter departmental and intra departmental coordination. How can we achieve coordination?
4. The state versus market debate has been going on for decades. Trace the origin of the debate. In light of this debate, what should be the role of administration?