

6 SEM TDC EDN M 3

2014

( May )

EDUCATION

( Major )

Course : 603

( Educational Management )

Full Marks : 80

Pass Marks : 32

Time : 3 hours

*The figures in the margin indicate full marks  
for the questions*

1. (a) Write short answers to the following :

1×4=4

(i) What is the first and important  
function of educational  
management?

(ii) What is the full form of NUEPA?

(iii) Why is long-term planning called  
strategic planning?

(iv) What is three-dimensional teaching  
aid?

( 2 )

- (b) Fill in the blanks of the following :  $1 \times 4 = 4$
- (i) Educational planning is a function of —.
  - (ii) The desks-benches may be arranged as horizontal, vertical and — in a classroom.
  - (iii) Finance is the management of — affairs of the company.
  - (iv) Supervision is the effort to stimulate, — and guide the continued growth of teachers.

2. Write short notes on the following :  $4 \times 5 = 20$

- (a) Democratic types of management
- (b) Need of institutional planning
- (c) Importance of teaching aid
- (d) Problems of supervision
- (e) Education as consumption

3. Define Educational Management. Discuss the nature and function of Educational Management.  $2+4+4=10$

4. Define educational planning. Discuss its scope and principles.  $2+4+4=10$

( 3 )

5. What are the different types of resources concerned with school management? Explain the functions of the Headmaster in a school.  $6+4=10$

Or

Name the different sources of finance of a school. Explain the qualities of a good teacher.  $6+4=10$

6. What is meant by educational supervision? Mention the qualities of a good supervisor.  $3+8=11$

Or

Mention any three problems of educational supervision. Distinguish between supervision and inspection.  $3+8=11$

7. Discuss the concepts of cost and production in education.  $6+5=11$

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