

MPA

M.A. (Public Administration)

MPA

Assignments

(For M.A.1st Year Courses)

For July 2024 and January 2025 Session



Faculty of Public Administration

**SCHOOL OF SOCIAL SCIENCES
INDIRA GANDHI NATIONAL OPEN UNIVERSITY MAIDAN GARHI
NEW DELHI-110068**

M.A.1stYear (Public Administration)

Dear Student,

As a requirement of the Programme, you will have to do one Tutor Marked Assignment (TMA) for each course.

Before you attempt the assignments, please read the instructions carefully provided in the Programme Guide. It is important that you answer the TMA questions in your own words. Your answers should be within the approximate range of the word-limit set for each question. Remember, writing answers to assignment questions will improve your writing skills and prepare you for the term-end examination.

You are to submit the assignments to the Coordinator of your Study Centre. You must obtain a receipt from the Study Centre for the assignments submitted and retain it with you. It is desirable to keep with you a photocopy of the assignments submitted by you.

Once evaluated, the Study Centre will return the assignments to you. Please insist on this. The Study Centre will send the marks to the SE Division at IGNOU, New Delhi.

Submission:

Note: This booklet contains Assignments of all the four courses offered in M.A.1st year. You are requested to submit the same within the below mentioned stipulated time for being eligible to appear in the term-end examination.

Assignment Number	Date of Submission	Whom to send
Tutor Marked Assignment (TMA) of MPA-011, MPA-012, MPA-013,MPA-014	April 30, 2025 for July 2024 Session October 31,2025 For January 2025 Session	To The Coordinator of the Study Centre allotted to you

GUIDELINES FOR DOING ASSIGNMENTS

We expect you to answer each question as per instructions in the assignment. You will find it useful to keep the following points in mind:

- 1) **Planning:** Read the assignments carefully, go through the Units on which they are based. Make some points regarding each question and then rearrange them in a logical order.
- 2) **Organisation:** Be a little selective and analytical before drawing up a rough outline of your answer. Give adequate attention to question's introduction and conclusion.

Make sure that:

- a) The answer is logical and coherent
 - b) It has clear connections between sentences and paragraphs
 - c) The presentation is correct in your own expression and style.
- 3) **Presentation:** Once you are satisfied with your answer, you can write down the final version for submission. **It is mandatory to write all assignments neatly in your own handwriting.** If you so desire, you may underline the points you wish to emphasize. Make sure that the answer is within the stipulated word limit.

Wishing you all the best,

Prof. Alka Dhameja
PROGRAMME COORDINATOR
M.A.(Public Administration)

MPA-011: STATE, SOCIETY AND PUBLIC ADMINISTRATION

Course Code: MPA-011

Assignment Code: MPA-11/Asst/TMA/July-2024 & January 2025

Marks:100

This assignment consists of Sections I and II. There are five questions in each section. You have to answer a total of five questions in about 500 words each. It is necessary to attempt at least two questions from each section. Each question carries 20 marks.

SECTION-I

1. Describe the role of the State in the globalization context. 20
2. 'Emergence of Neo-liberal perspective completely changed the nature of the State'. Elucidate. 20
3. 'Gandhi's views on 'Swaraj' model of polity are pertinent even today'. Comment. 20
4. Explain the changing norms for citizen's participation in public administration. 20
5. Write a note on 'Engendering' public administration and development. 20

SECTION-II

6. Discuss the role of bureaucracy in Policy Implementation. 20
7. Explain the meaning and nature of Internationalization of Public Governance. 20
8. Bring out the ways of Conflict Resolution at micro level. 20
9. Describe the Good Governance initiative in the Indian context. 20
10. Discuss the context of Ethics and describe its significance for public administration. 20

MPA-012: ADMINISTRATIVE THEORY

Course Code: MPA-012

Assignment Code: MPA-12/Asst/TMA/July-2024 & January-2025

Marks:100

This assignment consists of Sections I and II. There are five questions in each section. You have to answer a total of five questions in about 500 words each. It is necessary to attempt at least two questions from each section. Each question carries 20 marks.

SECTION-I

1. Explain the differences and similarities between Public Administration and Private Administration. 20
2. Write a note on Methodological Individualism, Rationality and Economic Analysis of Politics. 20
3. Bring out the basic principles of Scientific Management approach. 20
4. Define Organisation and discuss its major characteristics. 20
5. Examine the views of Chris Argyris on Human Personality and bring out its impact on the working of organisations. 20

SECTION-II

6. Explain the determinants of Organizational Goals. 20
7. Write a note on the Expectancy Theory of Victor Vroom. 20
8. Discuss the different stages of Decision Making, as identified by Herbert Simon. 20
9. Critically examine the first and second Minnowbrook Conferences. 20
10. Elucidate the role of Critical Theory in Public Administration. 20

MPA-013: PUBLIC SYSTEMS MANAGEMENT

Course Code: MPA-013

Assignment Code: MPA-13/Asst/TMA/July-2024 & January-2025

Marks: 100

This assignment consists of Sections I and II. There are five questions in each section. You have to answer a total of five questions in about 500 words each. It is necessary to attempt at least two questions from each section. Each question carries 20 marks.

SECTION-I

1. Examine the Constitutional Environment of Public Systems. 20
2. Analyse the role of New Technologies in Public Systems Management. 20
3. Describe the various forms of Governance. 20
4. Discuss the role of Legislature in Governance. 20
5. Write a note on important Approaches to Budgeting. 20

SECTION-II

6. Describe the important schools of thought in Strategic Management. 20
7. Elucidate the relationship between bureaucracy and political executive. 20
8. Write a brief note on responsiveness mechanisms. 20
9. Examine the changing perspectives of Accountability. 20
10. Discuss the various ways of classification of Logistics Applications. 20

MPA-014: HUMAN RESOURCE MANAGEMENT

Course Code: MPA-014

Assignment Code: MPA-14/Asst/TMA/July-2024 & January-2025

Marks:100

This Assignment consists of Section – I and Section - II. There are five questions in each section. You have to answer a total of five questions in about 500 words each, selecting at least two questions from each section. Each question carries 20 marks.

SECTION –I

1. Explain the Approaches to Strategic Human Resource Management (SHRM). 20
2. Describe the process of Manpower Planning. 20
3. Discuss the various principles of Remuneration. 20
4. Write a note on Job Evaluation. 20
5. Examine the different types of Employee Benefits. 20

SECTION –II

6. Describe the various approaches to Management Development. 20
7. Define Capacity Building and bring out the significant steps in Capacity Building. 20
8. Write a note on the Approach to Negative Discipline. 20
9. Discuss the objectives and process of Collective Bargaining. 20
10. Elucidate the purposes of assessing Human Resource Management Effectiveness. 20