

## **Post Graduate Diploma in Educational Management and Administration (PGDEMA)**

**January 2021/July 2021 Cycle.**

### **MES-041: GROWTH AND DEVELOPMENT OF EDUCATIONAL MANAGEMENT**

**Answer the following questions in about 500 words each.**

1. What are the functions of educational management? How do you categorise them?
2. Explain the concept of transformational leadership. Discuss different strategies followed by transformational leaders.
3. Critically analyse the issues confronting higher education with special reference to technical and professional education in India.

### **MES-042: DIMENSIONS OF EDUCATIONAL MANAGEMENT**

**Answer the following questions in 500 words each.**

1. What were the objectives of Sarv Shiksha Abhiyan (SSA)? Critically examine its role in universalization of elementary education in India.
2. Do you think, involving Non-governmental organizations (NGOs) and private promoters under PPP model will help in improving quality of higher education in India? Reflect by citing suitable examples.
3. Visit to a nearby school to discuss with a school principal, teachers and community members about the contribution made by the village education committee (VEC) in improving the quality of school education. Critically reflect on their observations and suggest the ways to improve the functioning of VEC.

### **MES-043: ORGANIZATIONAL BEHAVIOUR**

**Answer the following questions in about 500 words each:**

1. Discuss the various components of styles of conflict management.
2. What are the different factors of effective leadership? Suggest some activities that you can

conduct in your classroom to enhance the leadership skills among your students.

3. Elaborate the various social skills needed for self-development. As an educational leader, how would you develop these skills among your students?

#### **MES-044: INSTITUTIONAL MANAGEMENT**

**Answer the following questions in 500 words each.**

1. Discuss the Pre-active and Interactive phases of Classroom Management with suitable examples.
2. Explain the necessary services provided by an educational institution for managing student support system.
3. Discuss input, process and output as quality indicators used in educational institutions. Illustrate it with certain examples.

#### **MES 045: SCHOOL EDUCATION**

**Answer the following questions in about 500 words each.**

1. Explain how the objectives of Total Quality Management (TQM) can be achieved in schools?
2. Highlight the challenges of quality education in India.
3. Carry out a SWOT Analysis for your institution; suggest ways through which you will tackle weaknesses and threats of your Institution.

#### **MES-046: Higher Education**

**Answer the following questions in about 500 words each:**

1. Explain the concept and process of globalization.
2. What is meant by planning of material resources? Why is planning and forecasting of material resources essential in an educational institution?

3. Describe the four areas of the management functions of higher education as suggested by Hungate. In the context of your institution, how far these functions are applicable?

### **MES 047- OPEN AND DISTANCE EDUCATION**

**Answer the following questions in about 500 words each.**

1. On the basis of your experience as a distance learner, describe the relevance of open and distance education.
2. Describe the steps involved in programme development.
3. The functioning of an Open University adopts the systems approach. Do you agree with this? Why?

### **MES 048: ALTERNATIVE EDUCATION**

**Answer the following questions in about 500 words each.**

1. Discuss the meaning and characteristics of alternative education. How is alternative education different from conventional education? Substantiate it focusing on the role of the teacher as well as the conception of the learner.
2. Discuss the contributions of any two pioneers from India in the field of Alternative Education.
3. Critically examine the role of NIOS in the fields of alternative school education through the Open and Distance Learning (ODL) system in India.