

BPAC-101

**BACHELOR OF ARTS
(BAPSH)**

**ASSIGNMENT
2021 Session**

BPAC-101 PERSPECTIVES ON PUBLIC ADMINISTRATION

**School of Social Sciences
INDIRA GANDHI NATIONAL OPEN UNIVERSITY MAIDAN
GARHI, NEW DELHI-110068**



Dear Student,

As we have informed you in the BAPSH Programme Guide, evaluation at IGNOU consists of two parts: i) continuous evaluation through assignments, and ii) term-end examination. In the final result, assignments of a course carry 30% weightage while 70% weightage is given for term-end examination.

You will have to do three Tutor Marked Assignments (TMA) for a six credit course and two TMAs for a four credit course. This Assignment booklet has TMAs for the core course **BPAC- 101 Perspectives on Public Administration** which is a six credit course. The booklet therefore has three TMAs whose total marks add up to 100 and carry a weightage of 30 %.

Assignment A has Descriptive Category Questions (DCQs). These are meant for writing essay type answers, with an introduction and a conclusion. These are intended to test your ability to describe your understanding/knowledge about the topic in a systematic, to-the-point and coherent manner.

Assignment B has Middle Category Questions (MCQs). These questions require you to first analyse the topic in terms of arguments and explanations and then write the answers in a concise manner. They are meant to test your ability to distinguish, compare and contrast, or clear understanding of the concepts and processes.

Assignment C has Short Category Questions (SCQs). These questions are meant to improve your skill of recall in brief the relevant/precise information about persons, writing, events, or clear understanding of concepts and processes.

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

As mentioned in the Programme Guide, you need to submit all the assignments within the stipulated time for being eligible to appear in the term-end examination. **Please submit your assignment to the Coordinator of your Study Centre by 31st October 2021.**

Obtain a receipt from the Study Centre for the assignments submitted and retain it. If possible, keep a xerox copy of the assignments with you.

The Study Centre will have to return the assignments to you after they are evaluated. Please insist on this. The Study Centre has to send the marks to the Student Evaluation Division at IGNOU, New Delhi.

Wish you all the best!

SOSS, IGNOU, New Delhi

BPAC-101: PERSPECTIVES ON PUBLIC ADMINISTRATION

Tutor Marked Assignments

Programme Code: BAPSH
Course Code: BPAC-101
Assignment Code: ASST /TMA / 2021
Total Marks:100

Attempt questions from all the three Assignments given below:

Assignment A

Answer the following in about 500 words each.

1. Discuss the principles and characteristics of Scientific Management Approach. 20marks
2. Explain the features of Maslow's Hierarchy of Needs theory of motivation. 20 marks

Assignment B

Answer the following questions in about 250 words each.

3. Describe the nature and scope of Public Administration. 10marks
4. Examine the characteristics of Human Relations Approach. 10marks
5. Discuss the features of New Public Administration. 10marks

Assignment C

Answer the following questions in about 100 words each.

6. Briefly discuss the principles of organization, as given by Luther Gulick. 6marks
7. Write a short note on Hegel's perspective on Bureaucracy. 6marks
8. What is the difference between Programmed and Non-Programmed decisions? 6marks
9. Comment on the concept of Formalism. 6marks
10. What do you mean by Methodological Individualism? 6 marks