

**POST GRADUATE DIPLOMA
IN
EDUCATIONAL MANAGEMENT
AND
ADMINISTRATION
(PGDEMA)**

**Assignments
January - July, 2018**



School of Education
Indira Gandhi National Open University
Maidan Garhi, New Delhi

POST GRADUATE DIPLOMA IN EDUCATIONAL MANAGEMENT AND ADMINISTRATION (PGDEMA)

Assignments—January and July 2018

MES-041 : GROWTH AND DEVELOPMENT OF EDUCATIONAL MANAGEMENT

Answer the following questions in about 500 words each.

1. Discuss different principles and techniques of educational management. **(500 words)**
2. What are the various steps taken by UGC for promotion of extension as third dimension at higher education? **(500 words)**
3. Explain how school-based management can make schools more effective. Give suitable examples. **(500 words)**

MES-042: DIMENSIONS OF EDUCATIONAL MANAGEMENT

Answer the following questions in about 500 words each.

1. Discuss role of various professional councils involved in ensuring quality of teacher preparation at various levels. **(500 words)**
2. Discuss important sections/articles of the Indian constitution related to education. Critically analyze roles of central and state governments in the financing of education. **(500 words)**
3. You must have observed various forms of community involvement in schools. "Community participation aims at democratic involvement of the people in planning and management of education." Justify the statement in the light of role and responsibilities of Village Education Committee under SarvaShikshaAbhiyan. **(500 words)**

MES-043 : ORGANISATIONAL BEHAVIOUR

Answer the following questions in about 500 words each.

1. Elaborate the process of team building and delineate the factors for an effective team. **(500 words)**
2. Describe the various types of indicators used in educational planning. **(500 words)**
3. Discuss the various styles of conflict management with appropriate examples. **(500 words)**

MES-044: INSTITUTIONAL MANAGEMENT

Answer the following questions in about 500 words each.

1. Discuss with examples the learner centred methods of curriculum transaction at the School stage. **(500 words)**
2. Critically discuss various types of Budgets and its specific use in a School setup. **(500 words)**
3. What do you understand by Total Quality Management (TQM)? Assume that you are a Principal in a School, what efforts will you make to achieve Total Quality Management in your School? Discuss with suitable illustrations. **(500 words)**

MES 045: SCHOOL EDUCATION

Answer the following questions in about 500 words each.

1. Discuss the components of a school as a learning organisation **(500 words)**
2. Explain the role of local level organisations in the management of school education in India. **(500 words)**
3. Identify the indicators for school quality keeping in mind the present needs, analyse how far the present school system is achieving these quality indicators. **(500 words)**

MES-046 : HIGHER EDUCATION

Answer the following questions in about 500 words each.

1. Examine the evolutionary nature of higher education in India. **(500 words)**
2. Elucidate the significance of storage of material resources in educational institutions. **(500 words)**
3. Discuss the various models of universities. Which model do you prefer and why? **(500 words)**

MES-047 : OPEN AND DISTANCE EDUCATION

Answer the following questions in about 500 words each.

1. Explain the significance of open distance learning for social development. **(500 words)**
2. Describe the factors that should be considered for developing an academic programme. **(500 words)**
3. Describe the various generations of distance education. To which generation does IGNOU belong? Why? **(500 words)**

MES-048 : ALTERNATIVE EDUCATION

Answer the following questions in about 500 words each.

1. Compare alternative education curriculum with the mainstream education curriculum especially at the elementary level. **(500 words)**
2. Give views of Rabindranath Tagore on education. **(500 words)**
3. As an alternative education teacher, how will you design student evaluation programmes? Discuss different modes of evaluation alternatives which can be integrated with teaching-learning processes. Give examples. **(500 words)**