

00423

**MASTER OF ARTS (EDUCATION)/POST
GRADUATE DIPLOMA IN EDUCATIONAL
MANAGEMENT AND ADMINISTRATION**

Term-End Examination

December, 2014

MES-044 : INSTITUTIONAL MANAGEMENT

Time : 3 hours

Maximum Weightage : 70%

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- Note :** (i) *All questions are compulsory.*
(ii) *All questions carry equal weightage.*
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1. Answer the following question in about 600 words.
What do you understand by "effective classroom management" ? Discuss the attributes of a classroom manager in this context.

OR

What are the roles of teachers and learners in a learner-centered classroom ? Give examples from school context.

2. Answer the following question in about 600 words.

What are the objectives of staff development ? Discuss with examples the process of staff development for in-service school teachers.

OR

What do you understand by the term 'organisational development' ? Discuss its different phases with the help of a flow chart.

3. Answer **any four** of the following questions in about **150** words each.
- (a) What is the difference between accounting and auditing ? Explain.
 - (b) Explain any two strategies for resource mobilisation in school education.
 - (c) Discuss any two aspects related to infrastructure of the school that can motivate children to come to school.
 - (d) What is the difference between educational administration and educational management ? Illustrate with examples.
 - (e) Explain the differences between unit and lesson planning.
 - (f) Discuss any three aspects of managing evaluation.

4. Answer the following question in about **600** words.
- What do you understand by quality in education ? Identify indicators related to quality in teaching-learning process. Give reasons for selecting these indicators.
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