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**6 SEM TDC EDN M 3**

**2 0 1 4**

( May )

EDUCATION

( Major )

Course : 603

**( Educational Management )**

Full Marks : 80

Pass Marks : 32

Time : 3 hours

*The figures in the margin indicate full marks  
for the questions*

1. (a) Write short answers to the following :

1×4=4

- (i) What is the first and important function of educational management?
- (ii) What is the full form of NUEPA?
- (iii) Why is long-term planning called strategic planning?
- (iv) What is three-dimensional teaching aid?

(b) Fill in the blanks of the following :  $1 \times 4 = 4$

(i) Educational planning is a function of —.

(ii) The desks-benches may be arranged as horizontal, vertical and — in a classroom.

(iii) Finance is the management of — affairs of the company.

(iv) Supervision is the effort to stimulate, — and guide the continued growth of teachers.

2. Write short notes on the following :  $4 \times 5 = 20$

(a) Democratic types of management

(b) Need of institutional planning

(c) Importance of teaching aid

(d) Problems of supervision

(e) Education as consumption

3. Define Educational Management. Discuss the nature and function of Educational Management.  $2+4+4=10$

4. Define educational planning. Discuss its scope and principles.  $2+4+4=10$

( 3 )

5. What are the different types of resources concerned with school management? Explain the functions of the Headmaster in a school.

6+4=10

*Or*

Name the different sources of finance of a school. Explain the qualities of a good teacher.

6+4=10

6. What is meant by educational supervision? Mention the qualities of a good supervisor.

3+8=11

*Or*

Mention any three problems of educational supervision. Distinguish between supervision and inspection.

3+8=11

7. Discuss the concepts of cost and production in education.

6+5=11

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