BEDC31

**N.V.K.S.D. COLLEGE OF EDUCATION**

**(AUTONOMOUS)**

**B.Ed. Degree Third Semester Examination, December 2022**

**(For the candidates admitted during the academic year 2021-2022)**

**Core Course: SCHOOL ORGANISATION AND MANAGEMENT**

**Course code: BED3CC005**

**Time: 3 Hours Maximum Marks: 70**

**SECTION A (10 x 1 = 10 marks)**

**Answer ALL the questions by selecting the appropriate answers.**

1. Indication of democratic attitude is a) Equal rights b) Participation c) Co-operation d) All the above [dehaf mZFKiwapd; milahsk;

m) rkchpikfs;; M) gq;Nfw;wy;;

,) xj;Jiog;G <) Nkw;$wpa midj;Jk;

1. The principle that does not belong to school organisation is

a) Community centred principle b) Principle of flexibility

c) Teacher centred principle d) Child-centred principle

gs;sp mikg;gpd; nfhs;if my;yhjJ

m) r%f ika nfhs;if M) nefpo;Tj;jd;ik nfhs;if

,) Mrphpah; ika nfhs;if <) Foe;ij ika nfhs;if

1. The leader who largely depends on group members to set its goal is a/an

a) Autocratic leader b) Democratic leader

c) Laissez-faire leader d) Transactional leader

,yf;Ffis mila ngUk;ghYk; FO cWg;gpdiu rhh;e;jpUf;Fk; jiyth;

m) vNjr;rjpfhuj; jiyth; M) [dehaf jiyth;

,) jd;dpr;irahd jiyth; <) ghpth;j;jid jiyth;

1. Community programmes for the school include a) Literacy programmes b) Adult Education Programmes

c) Youth service activities d) All the above gs;spf;fhd r%f jpl;lq;fs;

m) vOj;jwpT jpl;lk; M) KjpNahh;; fy;tpj;jpl;;lk;

,) ,isQh; Nrit nray;ghLfs;;; <) Nkw;$wpa midj;Jk;;

1. The participation of parents in the governance of the academics and activities of the school is empowered by

a) PTA b) School management

c) Headmaster d) School Management Committee

gs;sp eph;thfj;jpy; fl;Lg;ghL kw;Wk; nray;ghl;by; ngw;Nwhh;fs; gq;Nfw;Fk; mjpfhuj;ij toq;FtJ

m) ngw;Nwhh; Mrphpah; fofk; M) gs;sp Nkyhz;ik

,) jiyik Mrphpah; <) gs;sp Nkyhz;ik FO

1. The best shape of school plant is

a) **U** shape b) **L** shape c) **E** shape d) **H** shape

gs;sp fl;likg;gpd; rpwe;j tbtk; vd;gJ

m) **U** tbtk; M) **L** tbtk; ,) **E** tbtk; <) **H** tbtk;

1. The resource which provides reliable evidence of the functioning of institutions is

a) Result b) Building c) Records d) Time table

epWtdq;fspd;; nray;ghLfSf;F ek;gpf;ifahd Mjhuk; jUk; tsk;

m) Njh;T KbTfs; M) E}yfk;

,) gjpTfs; <) fhy ml;ltiz

1. Teachers salary and allowances collectively are written in

a) Cash register b) Acquittance register

c) Contingent register d) All of the above

Mrphpah; Cjpak; kw;Wk; rYiffs; $l;lhf vOjg;gl;Ls;sJ

m) gzg; gjpNtL M) gzg;gl;Lthlh gjpNtL

,) jw;nray; gjpNtL <) ,it midj;Jk;;

1. ‘Management is an art of getting things done through others’ is the words ofa) Mary Parker Follet b) Fw Tayor c) Henry d) John F.Mee’Nkyhz;ik vd;gJ kw;wth;fs; %yk; fhhpaq;fis nra;J Kbf;Fk; xU fiy’ vd;w thh;j;ijfs; nrhd;dJ

a) Nkhpghh;;f;fh; Nghyl;; b) F.W Nlah; c) n`d;wp d) [hd; F kP

1. The activities of the teachers to foster student’s academic achievement is

a) Co-curricular activities b) Classroom management

c) Student parliament d) Student council

khzth;fspd; fy;tp rhjidia tsh;g;gjw;F Mrphpah;fs; Nkw;nfhs;Sk;; nray;ghLfs;

m) fiyj;jpl;l ,izr;nray;fs; M) tFg;giw Nkyhz;ik

,) khzth; ghuhSkd;wk; <) khzth; rq;fk;

**SECTION B (10 x 2 = 20 marks)**

**Answer any TEN questions in about 50 words each.**

1. What do you mean by school organization?

gs;sp mikg;G vd;gjd; nghUs;; vd;d?

1. Mention the types of organizational climate.

epWtdr; #oypd; tiffis Fwpg;gpLf.

1. What is the need for continuous monitoring of school management procedures?

gs;sp Nkyhz;ik nray;Kiwapy; njhlh; fz;fhzpg;gpd; Njit vd;d?

1. What do you mean by laboratory resources? Ma;tf tsq;fs; gw;wp ePtph; mwptnjd;d?
2. List any four components of school plant.

gs;sp fl;likg;gpd; VNjDk; ehd;F $Wfis gl;baypLf.

1. Point out the benefits of school library.

gs;sp E}yfj;jpd; gad;fis Rl;bf;fhl;Lf.

1. Specify the objectives of school organisation.

gs;sp Nkyhz;ikapd; Fwpf;;Nfhs;fis Fwpg;gplTk;.

1. Teacher as a facilitator- comment on this statement.

Mrphpah; xU topelj;Jgth;- vd;w $w;wpw;F fUj;J njhptpf;fTk;.

1. How community resources can be stabilised in school?

gs;spapy; r%f tsq;fis vt;thW epiyg;gLj;jyhk;?

1. Bring out the nature of school leadership.

gs;sp jiyikj;Jtj;jpd; jd;ikia top nfhzh;f.

1. Give any two principles of school management.

gs;sp Nkyhz;ikapd; VNjDk; ,U nfhs;iffis jUf.

1. What are the considerations to be followed while preparing a school budget?

xU gs;spapd; tuT nryT jpl;lkpLjypy; ftdpf;f Ntz;bait ahit?

**SECTION C (4 x 5 = 20 marks)**

**Answer any FOUR questions in about 200 words each.**

1. Discuss the impact of organizational climate on performance of teachers and students.

Mrphpah; kw;Wk; khzthpd; nray;jpwdpy; epWtd #oypd; jhf;fj;ij tpthjp.

1. Identify the role of managing committee in school.

gs;spapy; Nkyhz;ik FOtpd; gq;fspg;ig jUf.

1. Describe the importance of co-curricular activities and suggest guidelines for organizing it.

fiyj;jpl;l ,izr;nray;fspd; Kf;fpaj;Jtj;ij tpthpj;J mjid xOq;fikf;Fk; topfhl;Ljy;fis tpthpf;f.

1. Briefly explain the duties and responsibilities of student council.

khzth; Nguitapd; flikfs; kw;Wk; nghWg;Gfis RUf;fkhf tpsf;Ff.

1. Suggest ways to improve school-community relations.

gs;sp-rKjha cwTfis Nkk;gLj;Jk; topfis ghpe;Jiuf;f.

1. Explain classroom management strategies.

tFg;giw Nkyhz;ik cj;jpfis tpsf;Ff.

**SECTION D (2 x 10 = 20 marks)**

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

1. a) Explain educational management and suggest practical measures for effective school management.

fy;tp Nkyhz;ik nfhs;iffs; kw;Wk; gaDs;s gs;sp Nkyhz;ikf;fhd eilKiw eltbf;iffis tpsf;Ff.

(or)

b) ‘School timetable helps in institutional planning’-Explain.

“gs;sp fhy ml;ltiz epWtd jpl;lkplYf;F cjTfpwJ” – tpsf;Ff.

1. a) Elucidate the essential qualities, duties and responsibilities of a head of the institution.

xU jiythpd; gz;Gfs;; flikfs; kw;Wk; nghWg;Gfs; vd;d vdj; njspT gLj;Jf.

(or)

b) What is Total Quality Management in education? Explain its steps.

fy;tpJiwapy; nkhj;j ju Nkyhz;ik vd;why; vd;d? NkYk; mjd; epiyfis tpsf;Ff.