



UG Semester-End Final Exams-2025

Date: 10 November 2025

B.COM 3rd Semester (IDC) ✓

PUBLIC ADMINISTRATION

Full Marks: 37.5

Pass Mark: 15

Time: 2 Hours

Part-I Multiple Choice Questions (15 X 0.5 = 7.5)

- (A) The credit for writing the first important article on public administration was published by
a) Henry Fayol b) Karl Marx
c) Woodrow Wilson d) Stalin
- (B) The integral view of public administration was strongly upheld by
a) L.D White b) Dimock
c) Luther Gulick d) Gladden
- (C) Who coined the word POSDCORB ?
a) Urwick b) I. Gullick
c) L.D White d) Merriam
- (D) Private administration is characterised by
a) hierarchical organisation b) private ownership
c) financial autonomy d) all of the above
- (E) Henry Fayol defined how many principles of administration
a) 5 b) 8
c) 10 d) 14

(PTO)

- (F) The second stage of public administration growth begin in
 a) 1887-1926 b) 1938-1947
 c) 1938-1947 d) 1927-1937
- (G) The first independent regulatory commission was set up in the year
 a) 1987 b) 1978
 c) 1887 d) 1878
- (H) The head of an administration system is
 a) The chief justice b) Chief Executive
 c) The President d) The Prime Minister
- (I) The body responsible for making law is known as
 a) Legislature b) Council of Minister
 c) President d) Cabinet
- (J) Zero hour starts at
 a) Start of Meeting b) before 12 noon
 c) At 12 noon d) after 12 noon
- (K) Policy making is done by
 a) Legislature b) Cabinet
 c) President d) Judiciary
- (L) The main function of staff agencies is to assist
 a) The executive b) Legislature
 c) Judiciary d) Not to assist

- (M) The word promotion is derived from ---- word pnomovere
 a) Latin b) Greek
 c) Chinese d) Sanskrit

- (N) Balanced budget means when renewed expenditure are same
 a) True b) False
 c) Partly true d) none of the above

- (O) Filling of vacant post in civil service is known as
 a) Direct recruitment b) Indirect recruitment
 c) Both of the above d) none of the above

Part-II Write a short note on any five of the following (5 X 1 = 5)

- (1) Explain the term budget
- (2) What are the different types of promotion
- (3) Write any two merits of recruitment.
- (4) Explain conference methods of training
- (5) Explain general staff and technical staff
- (6) What are the different types of chief executives
- (7) Explain the nature of public administration
- (8) Write one merit of independent regulatory commission

(PTO)

Part-III Descriptive Category Questions

(5 X 5 = 25)

(Answer all five questions)

(1) Discuss the scope of public administration.

OR

Write the differences between public and private administration.

(2) Explain the growth of public administration as a discipline.

OR

What do you mean by independent regulatory commissions?

What are its functions?

(3) Explain the executive control over administration.

OR

How does judiciary control over administration?

(4) What are the functions of staff agencies?

OR

Write the function of line agencies?

(5) Explain the different types of recruitment.

OR

Explain the different types of training.
