



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର, ଓଡ଼ିଶା
Odisha State Open University, Sambalpur, Odisha
Established by an Act of Government of Odisha.

ASSIGNMENTS

ASSIGNMENT CODE:

Course Code:

MPA-01 (ASSIGNMENT-01 & 02)

MPA-02 (ASSIGNMENT-01)

MPA-03 (ASSIGNMENT-01 & 02)

(Theory)

SESSION:2020-21

M.A. PUBLIC ADMINISTRATION (MAPA)

Please read the instructions carefully before attempting assignment questions.

INSTRUCTIONS FOR DOING ASSIGNMENTS

Dear Learner,

You are required to submit your assignment response within the stipulated time in order to become eligible to appear in the term-end examination. The assignments will be evaluated by the counselors at your Study Centre. Please submit your assignment response to the Coordinator of your Study Center. For a 4 credit course, there is one Assignment and for 6/8 credit course, there must be minimum 02(two) Assignment.

Purpose of Assignments:

1. Assignments are part of the continuous evaluation process in Open and Distance Learning (ODL) system. Due weightage is given to the marks/grades you obtain in assignments. This will help you for better performance in the term-end examination. If you secure good grades/marks in assignments, your overall performance will improve.
2. Assignments are also a part of the teaching-learning process in the ODL system. Your assignment, after evaluation, will be returned back to you with specific and general comments by the evaluator. This will help you to know your strength as well as your weakness. Thus, it will establish two-way communication between learner and evaluator.

How to Write Assignments:

Please read the instructions for writing the response of an assignment before you start writing your answer.

1. Write your name, programme code, the course title, enrolment no. and study centre name with code in the top sheet of the assignment answer booklet the format is given below.

PROGRAMME TITLE: _____

ENROLMENT No.: _____ **NAME:** _____

ADDRESS: _____

COURSE CODE: _____ **COURSE TITLE:** _____

ASSIGNMENT CODE: _____ **STUDY CENTRE:** _____

DATE: _____ **SIGNATURE:** _____

2. Before attempting the assignments, please go through the course materials carefully, understand the same and write answers in your own language and style.
3. **Write the answers in your own handwriting.** Give sufficient margin in the left side of each page so that the evaluator will give comments on each paragraph/page.
4. Your handwriting should be neat and readable.

Weightage for each Assignments:

For courses without having Practical

1. Each Theory Assignment will carry 25% weightage and term-end examination will carry 75% weightage.
2. Each assignment will be of 100 marks. But it will carry 25% weightage.
3. You have to score minimum pass mark i.e. 40% or P (Pass) Grade in 10-point scale for each assignment. In case you do not submit the assignment or get fail mark in the assignment you have to re-submit in the next year.

For courses having Practical

1. Each Theory Assignment will carry 15% weightage and each Practical Assignment will carry 10% weightage and term-end examination will carry 75% weightage.
2. Each assignment will be of 100 marks. But it will carry 25% weightage.
3. You have to score minimum pass mark i.e. 40% in each assignment. In case you do not submit the assignment or get fail mark in the assignment you have to re-submit in the next year.

SUBMISSION DATES FOR ASSIGNMENTS

November-December Session

Assignm ent No	Course Code	Nameofthe Course	LastDateof Submission	Day (As perCalendar)
Theory				
1	MPA-01	State,Society and Public Administration	28th February 2021	Sunday
2	MPA-01	State,Society and Public Administration	28th February 2021	Sunday
1	MPA-02	Administrative Theory	28th February 2021	Sunday
1	MPA-03	Public Systems Management	28th February 2021	Sunday
2	MPA-03	Public Systems Management	28th February 2021	Sunday

NOTE:

For 4 Credit Course (one Assignment)

Submission dates: Fourth Sunday in the month of February 2021.

For 6/8 Credit Course (two Assignment)

Submission dates:1st Assignment Submission: Fourth Sunday (**February**)

2nd Assignment Submission: Fourth Sunday (**February**)

ASSIGNMENT-1
State Society & Public Administration (MPA-01)
(Theory)

Full Mark – 100

(Answer all the questions, which is Compulsory)

GROUP- 'A'

Q. No. 1 Answer within one word or one sentence each **Marks:1 × 10= 10**

- a) Who described State as the “Coldest of all cold monsters”?
- b) Who coined the term Ideal Bureaucracy?
- c) What is Anarchy?
- d) Who is the author of the book ‘The End of History and the Last Man’?
- e) Bureaucracy is also called which type of executive?
- f) Who propounded the term Rule of Law?
- g) In which year National Development Council was established?
- h) In which country the concept of Citizens' Charter was initiated?
- i) Who appoints Lokpal in India?
- j) When International Monetary Fund was established?

Group 'B'

Q.No 2.Short answer-type Questions (Word Limit:100 Words) **Marks:5 X 4 = 20**

- a) Marxist perspective of the State
- b) The Theory of Trusteeship
- c) Concept of Social Equality
- d) Social Participation

Group 'C'

Q.No 3. Medium answer-type Questions (Word Limit: 200 Words) **Marks:10 X 4 = 40**

- a) Discuss the role of the State in the globalization context.
- b) Explain different modes of interaction between the citizens and administration.
- c) Discuss Riggisian contribution towards Society-Administration relationship.
- d) Analyse Gandhi’s critique on the Modern State.

Group 'D'

Q.No 4.Long answer-type Questions (Word Limit: 300 Words) **Marks: 15 X 2 = 30**

- a) Discuss the Gandhian model of polity.
- b) Discuss the liberal and Marxist perspectives of state.

NOTE: (For Group-A, Group-B and Group-C)

(It can be a single Question or can have two parts with appropriate mark distribution)

ASSIGNMENT-2

State Society and Administration (MPA-01)

(Theory)

Full Mark – 100

(Answer all the questions, which is Compulsory)

GROUP- 'A'

Q. No. 1 Answer within one word or one sentence each

Marks: 1 × 10= 10

- a) Who used the term 'state' first?
- b) When was the Planning Commission established?
- c) What is Globalization?
- d) Which committee recommended formation of CBI?
- e) What do you mean by Charismatic Authority?
- f) What are the three indicators of Human Development Index?
- g) In Which year Right to Information Act was passed in the Parliament?
- h) Ombudsman post is created first in which country ?
- i) What is Social Capital?
- j) Which Organization gave the concept of Good Governance for the first time?

Group 'B'

Q. No 2.Short answer-type Questions (Word Limit: 100 Words)

Marks: 5 X 4 = 20

- a) Delegated Legislation
- b) Administrative Accountability
- c) NPA (New Public Administration)
- d) NPS (New Public Service)

Group 'C'

Q.No 3. Medium answer-type Questions (Word Limit: 200 Words)

Marks: 10 X 4 =40

- a) Throw light on the different characteristics of Weberian bureaucracy.
- b) Discuss the role of bureaucracy in policy implementation.
- c) Discuss the 'Good Governance' strategies in the Indian context.
- d) Explain the growing role of civil society organizations in governance and development.

Group 'D'

Q. No 4.Long answer-type Questions (Word Limit: 300 Words)

Marks: 15 X 2 = 30

- a) Analyse the impact of globalization on public administration.
- b) Examine various legislative reforms in Indian democracy.

NOTE: (For Group-A, Group-B and Group-C)

(It can be a single Question or can have two parts with appropriate mark distribution)

ASSIGNMENT-1

Administrative Theory (MPA-02)

(Theory)

Full Mark – 100

(Answer all the questions, which is Compulsory)

GROUP- 'A'

Q. No. 1 Answer within one word or one sentence each

Marks: 1 × 10 = 10

- a) Who is the architect of Scientific Management?
- b) Who was first coined the term 'Bureaucracy'?
- c) Who coined the acronym POSDCORB?
- d) Who is considered as the father of 'social system' school?
- e) Who is the propounder of Expectancy theory?
- f) Who said "Administration has to do with getting things done, with the accomplishment of defined objectives"?
- g) Who coined the concept 'Bounded Rationality'?
- h) Which theory is called 'Neo- Classical theory'?
- i) Who was written the book 'Onward Industry'?
- j) Who propounded 'Gang Plank Theory'?

Group 'B'

Q.No 2.Short answer-type Questions (Word Limit: 100 Words)

Marks: 5 X 4 = 20

- a) Unity of command
- b) Principles of Delegation
- c) Formal organization
- d) Legal-rational Bureaucracy

Group 'C'

Q.No 3. Medium answer-type Questions (Word Limit: 200 Words)

Marks: 10 X 4 = 40

- a) Discuss Chester Bernard's views on authority and communication.
- b) Make an assessment of F.W. Taylor as the Father of scientific management.
- c) Critically examine Weber's bureaucratic model.
- d) Examine the concept of New Public Management.

Group 'D'

Q.No 4. Long answer-type Questions (Word Limit: 300 Words)

Marks: 15 X 2 = 30

- a) 'Henry Fayol is the Father of administrative management school'. Examine.
- b) Examine the goals and anti-goals of New Public Administration.

NOTE: (For Group-A, Group-B and Group-C)

(It can be a single Question or can have two parts with appropriate mark distribution)

ASSIGNMENTS-1

Public System Management (MPA-03)

(Theory)

Full Mark – 100

(Answer all the questions, which is Compulsory)

GROUP- 'A'

Q. No. 1 Answer within one word or one sentence each

Marks: 1 × 10= 10

- a) What is Public Choice Approach?
- b) Which article states about the Finance Commission?
- c) In which year the National Commission for Women was established?
- d) What do you mean by Knowledge Society?
- e) Who first used the word 'Governance'?
- f) Write the full form of GPRS?
- g) Which year Sarkaria Commission was appointed?
- h) Define "Vote on Account"?
- i) What do you mean by "Zero Based Budgeting"?
- j) How many members are elected to the Public Account Committee?

Group 'B'

Q.No 2.Short answer-type Questions (Word Limit: 100 Words)

Marks: 5 X 4 = 20

- a) Election Commission
- b) Digital Governance
- c) Judicial Review
- d) Public Interest Litigation

Group 'C'

Q.No 3. Medium answer-type Questions (Word Limit: 200 Words)

Marks: 10 X 4 = 40

- a) Give a note on distinction between Bureaucratic Systems and Public Systems Management.
- b) Discuss different Models of Governance?
- c) Briefly explain the four phases of Strategic Management Process.
- d) Discuss the role of the regulatory state.

Group 'D'

Q.No 4. Long answer-type Questions (Word Limit: 300 Words)

Marks: 15 X 2 = 30

- a) Discuss the concept of Public Systems Management and examine its characteristics.
- b) Examine the role of bureaucracy in Governance.

NOTE: (For Group-A, Group-B and Group-C)

(It can be a single Question or can have two parts with appropriate mark distribution)

ASSIGNMENT-2

Public System Management (MPA-03)

(Theory)

Full Mark – 100

(Answer all the questions, which is Compulsory)

GROUP- 'A'

Q. No. 1 Answer within one word or one sentence each

Marks: 1 × 10 = 10

- a) What is MIS?
- b) 'Synectics' a creative technique was developed by whom?
- c) What is Critical Path Method (CPM)?
- d) In which year right to information act was enacted?
- e) What do you mean by Work improvement teams (WIT)?
- f) What is empowerment?
- g) In which year India designed National policy for empowerment of women?
- h) Under which article state organises village panchayats?
- i) In which year NDA introduced Freedom of Information bill?
- j) Where is the head quarter of World Trade Organisation?

Group 'B'

Q.No 2.Short answer-type Questions (Word Limit: 100 Words)

Marks:5 X 4 = 20

- a) Programme Evaluation and Review Technique (PERT)
- b) Delphi Technique
- c) RTI Act
- d) Empowerment through social movement

Group 'C'

Q.No 3. Medium answer-type Questions (Word Limit: 200 Words)

Marks: 10 X 4 = 40

- a) What is information? Describe its various types.
- b) Explain the significance of networking and inter-institutional coordination in governance.
- c) Explain the concept of budget and highlight the process of legislations of budget.
- d) Discuss the role of Legislature in governance.

Group 'D'

Q.No 4. Long answer-type Questions (Word Limit: 300 Words)

Marks: 15 X 2 = 30

- a) Discuss important techniques of work measurement.
- b) Evaluate the Management Information System in public services.

NOTE: (For Group-A, Group-B and Group-C)

(It can be a single Question or can have two parts with appropriate mark distribution)