

UNIT-6 Management and Quality in Education

PART-A

I. One mark questions to be answered in a sentence each

- 1) What is management? (K)
- 2) Define the term management. (K)
- 3) What is quality? (K)
- 4) Define the term quality. (K)
- 5) Name any one quality assessing and controlling agency of education. (U)
- 6) Expand-TQM. (U)
- 7) Expand-NAAC. (U)
- 8) Expand-NCTE. (U)
- 9) Expand-AICTE. (U)
- 10) Expand-MCI. (U)
- 11) Expand-NEP. (U)
- 12) Name the quality assessing and controlling agency in higher education. (K)
- 13) Mention the year in which NAAC was established. (K)
- 14) Name the quality assessing and controlling agency in teacher education. (K)
- 15) Name the quality assessing and controlling agency in technical education. (K)
- 16) Which is the quality controlling agency of medical education? (K)
- 17) What is planning? (K)
- 18) Define the term planning. (K)
- 19) Write the meaning of organization? (K)
- 20) What is controlling? (K)
- 21) What is staffing? (K)
- 22) What is leading? (K)
- 23) What is co-ordination in management? (K)
- 24) Define the term communication. (K)
- 25) What do you understand by management skills? (K)
- 26) Mention one use of technical skills in management. (A)
- 27) Mention one use of conceptual skills in management. (A)
- 28) Mention one use of human relation skills in management. (A)
- 29) Who propounded the conceptual, human relation and technical managerial skills? (K)
- 30) What are the managerial skills propounded by Pro. Daniel Katz. (K)
- 31) Who is the profounder of Total Quality Management? (K)
- 32) In which country Quality revolution started? (K)
- 33) What is communication? (K)

PART-B

II. Two mark questions to be answered in 2-3 sentences each

- 34) Write the concept of management. (K)
- 35) Mention two characteristics of management. (K)
- 36) Write any two importance of management in education. (A)
- 37) Write any two functions of management in education. (U)
- 38) Mention two importance of planning in educational management. (A)
- 39) Mention two importance of organizing in educational management. (A)
- 40) Write two importance of staffing in educational management. (A)

- 41) Mention two importance of leading in educational management. (A)
- 42) Write two importance of co-ordination in educational management. (A)
- 43) Mention two importance of controlling in educational management. (A)
- 44) Mention two importance of decision making in educational management. (A)
- 45) Mention two importance of communication in educational management. (A)
- 46) Write the concept of quality. (U)
- 47) Mention two important elements of quality. (U)
- 48) Mention two dimensions of quality. (U)
- 49) Write two importance of quality in education. (A)
- 50) What is the concept of total quality management? (K)
- 51) Write two importance of TQM in education. (A)
- 52) Draw a flow chart showing the basic elements of TQM. (S)
- 53) Represent the process of TQM through a diagram. (S)
- 54) Write two importances of conceptual skills in management. (A)
- 55) Mention two importances of technical skills in management. (A)
- 56) Mention two importances of human relation skills in management. (A)
- 57) Write any two functions of NAAC. (U)
- 58) Write any two functions of NCTE. (U)
- 59) Write any two functions of AICTE. (U)
- 60) Write any two functions of MCI. (U)

PART-C

III. Five mark questions to be answered in not more than a page each

- 61) Explain the characteristics of management. (U)
- 62) What is management? Write the importance of management in education. (U)
- 63) Explain the process of management through a flow chart. (U)
- 64) Explain the three managerial skills suggested by Daniel Katz. (U)
- 65) What is planning and organization in management? Mention their importance. (U+A)
- 66) What is co-ordination and communication in management? Mention their importance. (U+A)
- 67) What is leading and decision making in management? Mention their importance. (U+A)
- 68) What is staffing and controlling in management? Mention their importance. (U+A)
- 69) Briefly explain the important elements of quality. (U)
- 70) Explain briefly the dimensions of quality. (U)
- 71) Write the importance of quality in education. (U)
- 72) Write the importance of TQM in education. (U)
- 73) What is TQM? Explain the process with a diagram. (U+S)
- 74) Write the functions of NAAC. (U)
- 75) Explain the role of NCTE as a quality assessing and controlling agency in education. (U)
- 76) Write the functions of NCTE and MCI. (U)

PART-D

IV. Ten mark questions to be answered in not more than two pages each

- 77) Write the concept of management. Explain its characteristics. (U)
- 78) Explain briefly the functions of management in education. (U)
- 79) Explain how different managerial skills help in educational management (A)
- 80) Explain briefly the important elements and dimensions of quality. (U)
- 81) Write the concept of TQM. Explain its importance in education. (U+A)
- 82) Explain briefly the quality assessing and controlling agencies in education. (U)