

INTERNAL ASSIGNMENT QUESTIONS

M.A. PUBLIC PERSONNEL MANAGEMENT

Semester I

2024



PROF. G. RAM REDDY CENTRE FOR DISTANCE EDUCATION

(RECOGNISED BY THE DISTANCE EDUCATION BUREAU, UGC, NEW DELHI)

OSMANIA UNIVERSITY

(A University with Potential for Excellence and Re-Accredited by NAAC with "A" + Grade)

DIRECTOR

Prof. G.B. Reddy

Hyderabad – 7 Telangana State

**PROF.G.RAM REDDY CENTRE FOR DISTANCE EDUCATION
OSMANIA UNIVERSITY, HYDERABAD – 500 007**

Dear Students,

Every student of M.A. Public Personnel Management Semester I has to write and submit **Assignment** for each paper compulsorily. Each assignment carries **30 marks**. The marks awarded to the students will be forwarded to the Examination Branch, OU for inclusion in the marks memo. If the student fail to submit Internal Assignments before the stipulated date, the internal marks will not be added in the final marks memo under any circumstances. The assignments will not be accepted after the stipulated date. **Candidates should submit assignments only in the academic year in which the examination fee is paid for the examination for the first time.**

Candidates are required to submit the Exam fee receipt along with the assignment answers scripts at the concerned counter on or before **12-08-2024** and obtain proper submission receipt.

ASSIGNMENT WITHOUT EXAMINATION FEE PAYMENT RECEIPT (ONLINE) WILL NOT BE ACCEPTED

Assignments on Printed / Photocopy / Typed will not be accepted and will not be valued at any cost. Only

HAND WRITTEN ASSIGNMENTS will be accepted and valued.

Methodology for writing the Assignments (Instructions) :

1. First read the subject matter in the course material that is supplied to you.
2. If possible read the subject matter in the books suggested for further reading.
3. You are welcome to use the PGRRCDE Library on all working days for collecting information on the topic of your assignments. (10.30 am to 5.00 pm).
4. Give a final reading to the answer you have written and see whether you can delete unimportant or repetitive words.
5. The cover page of the each theory assignments must have information as given in FORMAT below.

FORMAT

1. NAME OF THE STUDENT :
2. ENROLLMENT NUMBER :
3. NAME OF THE COURSE :
4. SEMESTER (I, II, III & IV) :
5. TITLE OF THE PAPER :
6. DATE OF SUBMISSION :
6. Write the above said details clearly on every subject assignments paper, otherwise your paper will not be valued.
7. Tag all the assignments paper wise and submit them in the concerned counter.
8. Submit the assignments on or before **12-08-2024** at the concerned counter at PGRRCDE, OU on any working day and obtain receipt.

DIRECTOR

M.A. PUBLIC PERSONNEL MANAGEMENT – SEMESTER I
INTERNAL ASSESSMENT

PAPER - I: Environment of Public Organizations - I

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Globalization and State.
2. Provisions of Directive principles.
3. Prime Minister's Office.
4. Features of Federal Government.
5. Characteristics of NGO's.

SECTION - B

UNIT – II : Answer the following Questions (each question carries ten marks)

2x10=20

1. Define the concept of Democratic socialism? Explain its features.
2. What is "E-Governance" ? Explain its objectives and approaches.

M.A. PUBLIC PERSONNEL MANAGEMENT – SEMESTER I

INTERNAL ASSESSMENT

PAPER - II: Management Science & Techniques - I

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Define Management
2. Elton Mayo's : Human Relations Movement
3. Formal Organisation
4. Contingency Theory
5. Approaches to Leadership

SECTION - B

UNIT – II : Answer the following Questions (each question carries ten marks)

2x10=20

1. Discuss the importance, definitions and Scope of Management.
2. Write an essay on Simon's model of Decision – Making and Administrative Behaviour.

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INTERNAL ASSESSMENT

PAPER - III: Organizational Behaviour - I

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Describe the features and characteristic of Organization.
2. Explain the important features of cognitive model of organizational behaviour.
3. How is individual behaviour different from organizational behaviour.
4. Explain the Mc.Clelland's need for achievement theory.
5. What are the limitations of job enrichment.

SECTION - B

UNIT – II : Answer the following Questions (each question carries ten marks)

2x10=20

1. Explain the need of study of evolution of organizational behaviour.
2. Describe the stage of Personal Development under Freuelian theory.

M.A. PUBLIC PERSONNEL MANAGEMENT – SEMESTER I

INTERNAL ASSESSMENT

PAPER - IV: Personnel Management - I

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Explain the recruitment process ?
2. Outline the factors which effect selection decisions in Multiple Organizations.
3. What is the purpose of Manpower Planning ? Explain the process.
4. Explain the components of Job description.
5. Explain the purpose and Principles of Job Evaluation.

SECTION - B

UNIT – II : Answer the following Questions (each question carries ten marks)

2x10=20

1. Trace the evolution of Personnel & HRM in India.
2. What are the objectives of the HRIS ? How do you structure HRIS.