

B.P.Ed. Examination, 2017
Semester-II
Physical Education
Course: CC-203
(Organization and Administration)

Time: 3 Hours

Full Marks: 70

Questions are of value as indicated in the margin.

Answer one question from each unit.

Unit I

1. What is Organization and Administration? Why it is important in Physical Education?

5+10 = 15

Or

What do you mean by Programme planning? Discuss the importance and principles of programme planning in Physical Education.

5+10 = 15

Unit II

2. What do you mean by Office management? Discuss the functions of office management.

5+10 = 15

Or

What do you mean by Budget? Prepare a budget for Intervarsity Kho-Kho competition for 34 teams.

5+10 = 15

Unit III

3. Discuss about the facilities and equipment management in Physical Education program.

7+8 = 15

Or

What is Time Table management? Discuss the importance and factors affecting time table in Physical Education programme.

5+10 = 15

Unit IV

4. Write short notes on **any two** of the following:
- a. Importance of tournament
 - b. Intramural sports event
 - c. Pre-work competition
 - d. Prepare a single knock-out fixture with 9 teams for a competition
 - e. Post-work competition

7.5×2 = 15

P.T.O.

Unit V

5. Answer **any ten** questions: 1×10 = 10
- a. Administration/ Organization is the leadership, guidance and control of the efforts of a group of individuals towards some common goals.
 - b. Communicating, directing, staffing, coordination, controlling, evaluating innovation are main area of administration. (Yes/ No)
 - c. Planning/ Organization means set up the objectives in systematic manner to achieve the ultimate goal.
 - d. Budget/ Administration means financial plans in terms of work to be accomplished and services to be performed.
 - e. How many team will get bye in knock-out fixture for 24 teams? (9/ 8 teams)
 - f. National All India Intervarsity Football Tournament organized by AIFF/ AIU.
 - g. Facility management/ Human resource management means availability of the playfield and modern equipment properly utilized for the students.
 - h. FISU/ FIFA is responsible to organize World Universiade Games.
 - i. In office management function includes planning, controlling, evaluating, innovating etc. (Yes/ No)
 - j. How many matches will be held in 20 teams in single knock-out fixture? (16/ 17/ 18/ 19)
 - k. All India Intervarsity Football Tournament (Inter Zonal) fixture is prepare according to knock-out cum league/ league cum knock-out system.
 - l. Office management/ budget makes proposed income and expenditure account for a year in a specific programme.
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