

B.P.Ed. Examination, 2019
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 all questions as per the direction given in each unit.

UNIT - I

1. What is Organisation and administration? Why it is important in the field of Physical Education? 5+10=15

Or

What is planning? Discuss on staffing, directing, communicating, co-ordination, controlling, evaluating and innovating in Physical Education. 5+10=15

UNIT – II

2. What do you mean by Office Management? Discuss the function of office management. 5+10=15

Or

What is Budget? Prepare a budget for Inter University Basketball Men Competition for 30 teams. 15

UNIT – III

3. Discuss about the facilities and equipment management in Physical Education Programme. 15

Or

What do you mean by Time Table management? Discuss about the importance and factors effecting time table in Physical Education Programme. 3+12=15

UNIT – IV

4. Write short notes on **any two** of the following : 7.5×2=15
- a) Qualification and responsibilities of Physical Education teacher.
 - b) Importance of tournament.
 - c) Pre and Post Competition Work.
 - d) Prepare a single knock-out fixtures with 9(Nine) teams for a competition.
 - e) Extramural competitions.

UNIT - V

5. Write the correct answer from the following (**any ten**) : 10×1=10
- a) All India Inter university tournaments Organised by UGC / SGFI / AIU / IOC
 - b) Staffing / Organisation / Administration / None is leadership, guidance and control of the efforts of a group of individuals towards some common goals.

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(2)

- c) Administration / Organisation / Budget / None means financial plans in terms of work to be accomplished and services to be performed.
 - d) How many teams will get by in a single Knock-out Fixtures for 19 teams?
11 / 13 / 14 / 15 teams
 - e) FINA / FIFA / FISU / FUSI is responsible to organize World Inter University Competition.
 - f) East Zone Inter University Football tournament fixture is prepared following knock out cum league / league cum knock-out / League cum league / None method
 - g) Controlling, directing, communicating, staffing, co-ordination, evaluating, innovation are main area of administration (Yes / No)
 - h) Organisation / Staffing / Planning / None means set up the objectives in systematic manner to achieve the ultimate goal.
 - i) Highest body of Indian Cricket
CAB / ICF / BCCI / BOA
 - j) Pyramid type Fixtures is a (a) Knock-out (b) League (c) Combination (d) Challenge type competition.
 - k) How many matches will be held in 29 teams in single knock-out fixture?
(26 / 27 / 28 / 29)
 - l) In Office management function includes planning, controlling, Evaluating, innovating etc.
(Yes / No / Partially Yes / None)
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