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Program: MScTE, 2nd Sem.

Date: 07 March 2024, Thursday (Afternoon)

ISLAMIC UNIVERSITY OF TECHNOLOGY (IUT)
ORGANISATION OF ISLAMIC COOPERATION (OIC)
DEPARTMENT OF TECHNICAL AND VOCATIONAL EDUCATION (TVE)

Mid Semester Examination

Course Code No: TVE 6273

Course Title: Management and Administration in Technical and Vocational Education

Summer Semester (2022-2023)

Time : 1:30 hours

Full Marks : 75

There are 4 (four) questions. Answer any 3 (three).
Figures in the right margin indicate full marks of the question(s).

1. a) Briefly derive the basic operations of an educational leader or manager. 10
b) Explain different styles of management and define the managerial skills. 15
2. a) Why planning is essential in management and how to prepare effective plans in educational management? 10
b) Briefly discuss management functions. 15
3. a) Define the ingredients of educational policies, responsibilities, and duties of an organization. 10
b) Discuss the terms "tasks", "standards" and "targets" used in educational management. 15
4. a) Distinguish the roles of an educational administration and management. 10
b) *"The quality of an effective educational organization depends on supervisions, monitoring and careful inspections"* – Explain. 15