

2019

ORGANIZATION AND ADMINISTRATION

Paper : CC-203

Full Marks : 70

*The figures in the margin indicate full marks.*

*Candidates are required to give their answers in their own words as far as practicable.*

1. (a) Define Organization and Administration. State the importance of Organization and Administration in physical education colleges with suitable example. 6+9

*Or,*

- (b) What are the basic principles of planning? What are the things you have to keep in mind while planning an intramural programme of your school? 7+8

2. (a) Define Office management. State the kinds of office management and explain their functions. 5+10

*Or,*

- (b) State the meaning of Time Table management. Write down the need and importance of Time Table management of a Secondary School with example. 5+10

3. (a) Explain the basic necessity of Indoor and Outdoor activities for school children. Describe the facilities that should be available to engage the children of a school. 7+8

*Or,*

- (b) State the importance and procedure of purchase of sports equipment. How would you take care of and maintain them? 15

4. Write short notes (*any two*) : 7½×2

- (a) Intramural and Extramural competitions.  
(b) Fixture of Single Knockout Tournament of 19 teams.  
(c) Premeet work of an Athletic Meet.  
(d) Organizational structure of a Football Tournament.

Please Turn Over

5. Choose the correct answer and write it on your script (*any ten*) :

- (a) Physical education plays an important role for National Integration and International Understanding:
- (i) True (ii) Irrelevant  
(iii) False (iv) Neither true nor false.
- (b) Pierre Baron De Coubartin was the founder of :
- (i) Ancient Olympic games (ii) Modern Olympic games  
(iii) Commonwealth games (iv) Asian games.
- (c) Number of byes for 29 teams in a Knockout Tournament :
- (i) 11 (ii) 12  
(iii) 13 (iv) 14.
- (d) The height of the goal post in Football is :
- (i) 8 ft. (ii) 7 ft.  
(iii) 6 ft. (iv) 7½ ft.
- (e) Number of matches in Knockout Tournament of 19 teams :
- (i) 10 (ii) 18  
(iii) 19 (iv) 20.
- (f) Number of Substitution allowed in a Football match :
- (i) 3 (ii) 4  
(iii) 5 (iv) 6.
- (g) To increase the number of participation in Intramural competition, the most suitable method is :
- (i) League (ii) Knockout  
(iii) League-cum-knockout (iv) None of these.
- (h) The statement "Physical Education is a part and parcel of total educational process" is :
- (i) Irrelevant (ii) False  
(iii) True (iv) Sometimes true, sometimes false.
- (i) Of Science and Arts, Physical Education is based on :
- (i) Science only (ii) Arts only  
(iii) Both Science and Arts (iv) Neither Science nor Arts.

( 3 )

*PB (Ed)-2nd Sm.-Organization and  
Administration - CC -203*

(j) Founder of YMCA Madras was :

- |                  |                        |
|------------------|------------------------|
| (i) C.V. Raman   | (ii) James Buchanan    |
| (iii) H. C. Buck | (iv) S. Radhakrishnan. |

(k) Number of matches in a single league tournament of 10 teams :

- |          |         |
|----------|---------|
| (i) 30   | (ii) 45 |
| (iii) 60 | (iv) 55 |

(l) Which of the following athletic event started with stagger start in a 400 m track?

- |                    |                     |
|--------------------|---------------------|
| (i) 100 m sprint   | (ii) 110 m Hurdels  |
| (iii) 200 m sprint | (iv) None of these. |
-