

INTERNAL ASSIGNMENT QUESTIONS

M.A. PUBLIC PERSONNEL MANAGEMENT

Semester I

2025



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 **25.07.2025** 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.

Students are advised not to use Black Pen.

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 **25.07.2025** 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. What are the elements of the State?
2. What are the main provisions of Directive Principles of State Policy?
3. Explain the characteristics Federal Government.
4. What are the features of NGOs?
5. What are the advantages of departmental undertakings?

SECTION - B

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

2x10=20

1. Explain different urban and rural local bodies in India.
2. List the methods of Accountability of the Public Enterprises in India.

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. Importance of Management.
2. Simon's Decision-making model.
3. Informal Organisation
4. Techniques of Control.
5. Characteristics of Planning.

SECTION - B

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

2x10=20

1. Define Management and discuss the functions of Management
2. Discuss the theories and styles of leadership.

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. Discuss the trends in organization behaviour.
3. Explain the foundations of group behaviour.
4. What are the measurement techniques proposed in psychoanalytical behaviour?
5. How is individual behaviour is different from organisational behaviour.

SECTION - B

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

2x10=20

1. Describe the stages of personal development under Freudian Theory.
2. 'The feeling of equity or inequity is an important factor for motivation? Discuss.

INTERNAL ASSESSMENT

PAPER - IV: Personnel Management - I

SECTION - A

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

5x2=10

1. What are the objectives of Personnel Management ?
2. Explain the sources of recruitment.
3. What are the functions of the personnel department.
4. What are the different types of employment interview.
5. What is HRM? How it differs from the personnel management ?

SECTION - B

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

2x10=20

1. Discuss the functions of Personnel Management.
2. What is the purpose of Manpower Planning? Explain the process.