

**St. Philomena's College (Autonomous), Mysore**

**PG Department of Studies and Research in Social Work**

**Question Bank (Revised Curriculum 2018 onwards)**

**First Year- Second Semester ( 2018 -20 Batch)**

**Course Title (Paper Title):**

**Management of Developmental and Welfare Services. QP Code:59101**

<b>Unit</b>	<b>SI. No</b>	<b>Questions</b>	<b>Marks</b>
<b>1</b>	1.	What is social service?	4
<b>1</b>	2.	Write the difference between social service and social welfare.	4
<b>1</b>	3.	Write the types of organisational structure.	4
<b>1</b>	4.	Mention the types of settings in management services.	4
<b>1</b>	5.	What is management?	4
<b>1</b>	6.	Enlist the sources of Finance.	4
<b>1</b>	7.	What is Audit?	4
<b>1</b>	8.	What is Recording?	4
<b>1</b>	9.	Mention the types of fund raising activities.	4
<b>1</b>	10.	What are the advantages of organisation budget?	4
<b>1</b>	11.	What are the statutory pre-requisites for regulating an organisation?	4
<b>1</b>	12.	What is meant by organisation?	4
<b>1</b>	13.	What are welfare organisations?	4
<b>1</b>	14.	Write the importance of fund raising?	4
<b>1</b>	15.	What is budgeting?	4
<b>1</b>	16.	What is social welfare?	4
<b>1</b>	17.	List out the characteristics of organisation.	4
<b>1</b>	18.	Explain the organisational structure.	4
<b>2</b>	19.	Mention the need for building for an agency.	4

2	20.	Highlight on the Standards of a building.	4
2	21.	What do you mean by purchasing?	4
2	22.	Write the meaning of Stock Keeping?	4
2	23.	Mention the need for recruitment.	4
2	24.	Write the meaning of orientation	4
2	25.	Who is a executive?	4
2	26.	Define 'Committees'.	4
2	27.	Write the meaning of team work.	4
2	28.	What do you mean by public relations?	4
2	29.	List out the modes of spoken words.	4
2	30.	Highlight on the Resource building.	4
2	31.	What do you mean by transparency?	4
2	32.	State the meaning of Innovation.	4
2	33.	Define the term conflict in an agency.	4
2	34.	Mention the need for conflict resolution.	4
2	35.	Write the importance of maintenance of a building.	4
2	36.	What is training?	4
2	37.	Enlist the members of a Board.	4
2	38.	Write importance of Public relations.	4
2	39.	List out the different types of documents maintained in a building.	4
2	40.	List out the responsibilities of a executive of an agency.	4
2	41.	Mention the necessary skills of executive.	4
2	42.	Define supervision.	4
2	43.	Write the purpose of Supervision.	4
3	44.	How do you analyse the impact of any programme?	4
3	45.	What is programme management?	4

3	46.	Write the importance of Documentation?	4
3	47.	List the types of Documents.	4
3	48.	What is Qualitative analysis?	4
3	49.	What is Quantitative analysis?	4
3	50.	What are the advantages of long term programme?	4
3	51.	What is felt need in project proposal?	4
3	52.	Why do we need impact analysis in the programme management?	4
3	53.	List the essentials of project proposal.	4
3	54.	Why do we need project proposal?	4
3	55.	List the merits of project proposal.	4
3	56.	Identify the significance of project proposal.	4
3	57.	What is documentation?	4
3	58.	What are the advantages of short term programme?	4
4	59.	What is networking?	4
	60.	Why do need social welfare organisations?	10
1	61.	What are the factors determines the social welfare programmes.	10
1	62.	Briefly write the role of state in meeting the social needs.	10
1	63.	How does voluntary organisations and corporate sectors responses to the social needs?	10
	64.	Write a short note on "Management Process".	10
1	65.	What is an organisational budgeting? Discuss the different sources of finance.	10
1	66.	Examine the importance of audit.	10
1	67.	What is meant by records? State its importance.	10
1	68.	Examine the role of corporate sector in providing social welfare services.	10
1	69.	Write a short note on: a) Records b) Audit	10

2	70.	Explain the recruitment process for new organisation.	10
2	71.	Highlight on the required knowledge of a executive.	10
2	72.	Throw light on the types of committees.	10
2	73.	List out the advantages & disadvantages of team work.	10
2	74.	Explain the concept and functions of supervision.	10
2	75.	Explain the necessary reasons for ' building' for an agency.	10
2	76.	Why stock keeping has to be maintained? Explain.	10
2	77.	Explain the structure of a Board.	10
2	78.	Examine the process of team work.	10
2	79.	What are the principles of publicity? Explain.	10
2	80.	Throw light on the equipments to be maintained in a building.	10
2	81.	Discuss the significance of purchasing of an agency.	10
2	82.	Describe the Orientation as pre-requisite for new trainees in an agency.	10
2	83.	Examine the need for training for new employees of an agency.	10
2	84.	Explain the conditions for effective improvement in staff relationship.	10
2	85.	Differentiate between team work and team building.	10
2	86.	Examine the importance of media for publicity.	10
2	87.	Describe the need for innovation in rapidly changing environment.	10
3	88.	What is programme management? Elaborate on the stages of programme development.	10
3	89.	Briefly explain the importance of programme management and programme development.	10
3	90.	Critically analyse the significance of project proposal.	10
4	91.	Briefly explain the objectives of Public Relations.	10
4	92.	What are the principles of public relations? Explain.	10
4	93.	Discuss the need for networking of corporate and voluntary sector.	10
4	94.	Explain the significance of Conflict Resolution in an agency.	10

1	95.	How significantly management process drives the organisation to attain its objectives? Discuss.	14
1	96.	Discuss the management process in detail with suitable example.	14
1	97.	Analyse the role of corporate sector in responding to the needs of the community.	14
1	98.	Briefly discuss the various social welfare programmes implemented by the state.	14
1	99.	Critically analyse the characteristics of an organisation in the developmental process.	14
2	100.	Examine the responsibilities & functions of executive of an agency.	14
2	101.	Explain the significance of building for an agency.	14
2	102.	Discuss the need for Board for an agency.	14
2	103.	Define committees and explain its types.	14
2	104.	What is purchasing and explain the need for purchasing.	14
2	105.	Explain the role of Board members in recruitment process.	14
2	106.	Team "Work is helpful in achieving agency goal' - comment.	14
2	107.	Examine the purpose and functions of Supervision.	14
2	108.	What is Orientation? Examine the significance of Orientation programme for new trainees of an agency.	14
2	109.	Examine the methods of Public relations.	14
3	110.	Prepare a project proposal based on your field work experience.	14
3	111.	Illustrate your answer with suitable example on project proposal.	14
4	112.	Throw light on the different methods of PR.	14
4	113.	Discuss the significance of Accountability & Transparency of an agency.	14