

Theories and Concepts of Public Administration

Multiple Choice Questions

1. The hallmark of public administration
 - a. Public responsibility
 - b. External Financial Control
 - c. Consistency of treatment
2. Who of the following called the Father of American Public Administration?
 - a. Woodrow Wilson
 - b. L.D. White
 - c. Goodnow
3. Who coined the term POSDCORB?
 - a. Urwick
 - b. Gullick
 - c. Henry Fayol
4. Which view of public administration encompasses only managerial activities and not non-managerial activities?
 - a. Wider view
 - b. Managerial View
 - c. Integral View
5. The first text book on Public Administration was written by:
 - a. Pfiffner and Presthus
 - b. L.D. White
 - c. Simon, Smithburg and Thompson
6. The basic theme during this stage was the advocacy for the separation of politics from administration, popularly known as the____
 - a. Politics – administration dichotomy
 - b. Public policy perspective
 - c. Analytic Politics Administration
7. According to Josia Stamp, Public Administration is not characterized by:
 - a. Political Character
 - b. Public responsibility
 - c. Service motive
8. The word “POSDCORB” relates to the ----- of public administration:
 - a. Scope
 - b. Meaning
 - c. Purpose
9. The Hawthorne experiments gave rise to new thinking called:
 - a. Scientific management
 - b. Human relations approach
 - c. Systems approach
10. The first Minnowbrook conference gave rise to
 - a. New public administration
 - b. Politics administration dichotomy
 - c. Comparative public administration

11. Who is the major exponent of comparative approach to public administration?
 - a. Fred Riggs
 - b. Max Weber
 - c. Elton mayo
12. The term “new public management” was coined by
 - a. Elton Mayo
 - b. Christopher Hood
 - c. Fred Riggs
13. The term “development administration” was first coined by:
 - a. Fred W Riggs
 - b. Edward W Weidner
 - c. Goswami
14. Public administration is the sum total of all the activities undertaken in pursuit of and in fulfilment of public policy, belongs to which view?
 - a. Managerial view
 - b. Integral view
 - c. POSDCORB view
15. New Public administration laid emphasis on -----
 - a. Economy and efficiency
 - b. Values and ethics
 - c. Behaviour of the public
16. Functional foremanship is associated with
 - a. Human relations school
 - b. Scientific management theory
 - c. Bureaucratic theory
17. The purpose of motion study is
 - a. To determine the movement of machines
 - b. To find out the one best way to do as a work
 - c. To eliminate equipment that obstructs movement
18. Span of control depends on the -----
 - a. Function
 - b. Time
 - c. All the above
19. Which among the following agency provide common housekeeping services to the line agencies?
 - a. Chief executive
 - b. Staff
 - c. Auxiliary agencies
20. Hierarchy means:
 - a. Officials at different levels of organisation.
 - b. Control of the higher over the lower
 - a. Gang plank

21. . -----Means filling up the vacant posts in civil service.
- Promotion
 - Training
 - Recruitment
22. ----- Training is meant for providing the employees with the knowledge of particular technique, procedure, rule, regulation and method.
- Departmental training
 - Background training
 - Skill training
23. -----is the oldest technique of training.
- Lecture method
 - Syndicate method
 - Role play
24. “Sensitivity training” was suggested by:
- Woodrow Wilson
 - Chris Argyris
 - Elton Mayo
25. -----implies the degradation of an employee from higher position to a lower position.
- Recruitment from within
 - Indirect recruitment
 - Demotion
26. Spoils system of recruitment of public services was prevalent in:
- India
 - U.K
 - U.S.A
27. Karl Marx regarded bureaucracy as:
- An instrument of government
 - A medium of policy implementation
 - An instrument of dominant ruling class promoting particular interests
28. Find out the general qualifications required to the public servants
- Citizenship
 - Age
 - All the above
29. Financial year in India:
- 1st April to 31st March
 - 1st July to 30th June
 - 1stJanuary to 31st December
30. The term “ bureaucracy ” was first coined by -----
- Karl Marx
 - Vincent de Gourney

c. Robert Michels

31. The Minnowbrook Conference was held under the patronage of
- Dwight Waldo
 - Elton Mayo
 - Max Weber
32. The term "Performance Budget" was coined by _____
- Administrative Reforms Commission of India
 - Estimate Committee of India
 - First Hoover Commission of USA
33. The Rule of Lapse means _____
- All appropriations voted by the legislature expire at the end of the financial year
 - All pending bills in parliament lapse with it Prorogation
 - The demand for grants of a ministry lapse with criticism of its Policy by the opposition
34. In which recruitment in a system for higher position is open to all the qualified candidates who may wish to apply is known as?
- Direct Recruitment
 - Recruitment by Promotion
 - Passive recruitment
35. Promotion in civil services indicates _____
- Such changes in the situation which indicate difficult work and more important Responsibility.
 - Transfer of work from field to Headquarters
 - Change in the place of work
36. The classical theory of administration is also known as _____
- Historical Theory
 - Mechanistic Theory
 - Human Relations Theory
37. Negative motivation is based on _____
- Fear
 - Reward
 - Status
38. The "Gang- Plank" refers to _____
- Discipline'
 - Equity
 - Level Jumping
39. Which of the following is not a staff agency in India?
- Planning Commission
 - Cabinet Secretariat
 - Economic Affairs Department
40. In hierarchy, the term "Scalar" means _____
- Position
 - Ladder

- c. Process
41. The 4Ps theory departmentalization as advocated by Luther Gulick are_____
- a. Purpose, Process, Plan, Place
 - b. Purpose, Process, Person, Place
 - c. Place, Person, Programme, Process.
42. “ Towards a New Public Administration : A Minnowbrook Perspective “ was edited by:
- a. Frank Marini
 - b. Dwight Waldo
 - c. John C Honey
43. How many Principles of organization were propounded by Henry Fayol?
- a. 10
 - b. 14
 - c. 5
44. The Principal of “Span of Control” means
- a. An employee should receive orders from one superior only
 - b. The number of people being controlled
 - c. The number of subordinate employees that an administrator can effectively direct
45. Which of the following is not a function of staff agency?
- a. Achieving Goals
 - b. Advising
 - c. Consultation
46. In which of the following is public and private administration not common?
- a. Filling
 - b. Scope and Complexity
 - c. Accounting
47. Which of the following reports deals with the relations between the specialists and generalists?
- a. Sarkaria Commission Report
 - b. Kothari Committee Report
 - c. Fulton Committee Report
48. The founder of Scientific Management School of thought was_____
- a. F.W Taylor
 - b. Herbert Simon
 - c. M P Follet
49. The father of Human Relations Theory was_____
- a. E N Gladden’
 - b. Elton Mayo
 - c. L Urwick
50. The founding father of theory of bureaucracy was _____
- a. Herman Finer
 - b. Max Weber
 - c. Douglas McGregor
51. The Concept of “Politics – Administration Dichotomy” was given by_____?
- a. Frank J Goodnow
 - b. James W Fesler
 - c. Ordway Tead

52. The history of evolution of the Public Administration is generally divided into ____
- Four Phases
 - Five Phases
 - Three Phases
53. Formal relationships in an organization is based on ____
- Peer Groups
 - Authority on Subordinates
 - Rules and Regulations
54. McGregor's name is most commonly associated with one of the following
- Theory X and Theory Y
 - Bureaucratic Theory
 - System Theory
55. In an organization, if uniformity of standards and Policies is maintained and the head Provides direction to all activities, then it is sign of :
- Decentralization
 - Centralisation
 - Co-ordination
56. In the Maslow's hierarchy of needs, the middle level needs have been categorized as ____
- Survival needs
 - Egoistic needs
 - None of these
57. A budget is essentially a statement of ____
- Estimated Revenue and Expenditure over a period of time.
 - Allocation of funds in various heads of expenditure
 - Identification of targets to be achieved.
58. The principle of unity of command implies
- Group to be assigned the responsibility of commanding
 - Command be equally distributed among horizontal line
 - Employees should receive orders from one superior only
59. Personnel functions is a ____
- Line function
 - Staff function
 - Auxiliary function
60. The New Public Management can be best described as ____
- Bureaucratic model of public administration
 - A mechanism for improving service delivery
 - Application of business practices in Public management
61. The aim of Taylor's Scientific management was to ____
- Reduce Production and Increase morale
 - Improve Organizational efficiency and Production
 - Stress individual accomplishment over organizational yield.
62. Maslow's highest need in his hierarchy of needs was ____
- Love or affiliation needs
 - Self – actualization needs
 - Esteem needs
63. How many management system or leadership style was introduced by Rensis Likert?

- a. 3
 - b. 4
 - c. 5
64. Elton Mayo involved in the Hawthorne studies from :
- a. 1924 to 1932
 - b. 1924 to 1934
 - c. 1927 to 1932
65. Who examines the Appropriation Accounts?
- a. The Finance Committee
 - b. The CAG
 - c. The Public Account Committee
66. The agraria industria model of Fred Riggs is based on :
- a. Classical Approach
 - b. Structural Functional Approach
 - c. System Approach
67. According to Douglas McGregor's Theory Y, a manager assumes that employees_____
- a. Learn to accept responsibility
 - b. Attempt to avoid work
 - c. Need to be directed
68. Good Governance should not be worked on :
- a. Transparency
 - b. Nepotism
 - c. Accountability
69. The word ' Personnel' means
- a. A body of persons employed in an organization
 - b. Relating to Private life
 - c. Individual
70. In POSDCORB the letter 'P' stands for
- a. Position
 - b. Promotion
 - c. Planning
71. According to the classical Theory man is
- a. Social factors
 - b. Monetary factors
 - c. Environmental factors
72. One of the features of Industria model is
- a. Specific Patterns
 - b. Particular norms.
 - c. Diffuse Patterns
73. Comparative public Administration is
- a. Cross – Cultural
 - b. Culture – bound
 - c. Convention – Oriented
74. According to Maslow, self-confidence, independence and competence are
- a. Recognitions needs
 - b. Achievement needs

- c. Biological Needs
75. The Bazzar – Canteen model is associated with
- a. Economy
 - b. Administration
 - c. Politics
76. Behavioural Theory focused on
- a. Decision making in organizations
 - b. Interpersonal relations in organizations
 - c. Actual behavior of persons and groups in organizations
77. Which of the following does Max Weber consider as the most efficient form of authority?
- a. Legal Rational Authority
 - b. Traditional Authorities
 - c. Charismatic Authority
78. Co-ordination is the removal of conflicts from the organisation by:
- a. Securing co-operation and team work
 - b. Securing organizational goals
 - c. Securing harmonious organization
79. Woodrow Wilson’s essay “The Study of Administration” was published in the year
- a. 1787
 - b. 1887
 - c. 1687
80. The Railway Budget was separated from the Central Budget in the year_____
- a. 1920
 - b. 1922
 - c. 1921
81. Which of the following is an informal means of co-ordination?
- a. Planning
 - b. Leadership
 - c. Conferences
82. Behavioural approach is not concerned with:
- a. Prescription
 - b. Quantification
 - c. Systematisation
83. Herbert – Simon proposed a new concept of administration based on the methodology of
- a. Decision – Making
 - b. Bounded Rationality
 - c. Logical Positivism
84. Which Training involves a series of introductory lectures following by inspection trips to provide first-hand knowledge to employees?
- a. Orientation Training
 - b. Vestibule Training
 - c. Retraining
85. The essence of promotion is:
- a. Change of pay
 - b. Change of duties and responsibility
 - c. Change of assignment

86. The theoretical view point that oriented the work of the Institute of Social Research, most famously known as.
- Public choice theory
 - Ecological theory
 - Critical theory
87. Critical theory was first defined by Max Hokheimer in his essay----
- Traditional and Critical Theory
 - Eclipse of Reason
 - Dialectic of Enlightenment
88. What is the main objective of critical theory?
- Economic emancipation
 - Political emancipation
 - Human emancipation
89. ----- is the mental attitude of individual or group which enables the employees to realize that the maximum satisfaction.
- Training
 - Promotion
 - Morale
90. Which of the following is not an advantage of training?
- Increase in efficiency
 - Increase in morale of workers
 - Less strikes
91. Behavioural approach is also known as----
- Socio-psychological approach
 - Critical approach
 - Physiological approach
92. Which of the following countries belongs to the collegial type of executive?
- France
 - U.S.A
 - Switzerland
93. The “e” in e-Governance stands for -----
- efficiency
 - electronic
 - economy
94. Which of the following approach is vehemently criticizing the Bureaucratic model of administration?
- Public choice approach
 - System approach
 - Classical approach
95. Who says that the ostensible distinctions in both men’s and women’s behavior are largely collateral effects of social gender roles?
- Mary Parker Follet
 - Camila Strivers
 - Martha Nussbaum

96. Herbert Simon was Positively influenced by ideas of _____
- a. Barnard
 - b. Fayol
 - c. Terry
97. Audit of State Government is _____
- a. A State subject
 - b. Concurrent subject
 - c. A Union subject
98. Bureaucracy that is committed to the programmes of the political party in power is called__
- a. Semi-Politicised Bureaucracy
 - b. Committed Bureaucracy
 - c. Depoliticised Bureaucracy
99. Which of the following functions does not belong to civil service ?
- a. Giving advice
 - b. Programme and operational Planning
 - c. Policy Formulation
100. The Scope and importance of Public administration does not include :
- a. Any concern for individual materials and spiritual needs
 - b. Egalitarianism
 - c. Functions of Bureaucracy