aglasem.com

FOR TS CLASS 11 PREPARATION

TS Inter 1st Year Model Paper 2027 Public Administration

EXAM	YEAR	TYPE	SUBJECT
TS Class 11	2027	Sample Paper	Public Administration

Telangana Board of Intermediate Education, Hyderabad

Intermediate First Year - Public Administration - I

Syllabus (w.e.f. 2026-27)

UNIT 1: Introduction to Public Administration : Introduction ; Meaning, Definition, Nature & Scope of Public Administration; Importance of Public Administration; Evolution of Public Administration ; Public Administration and Private Administration ; Summary; Questions; Student Activity

UNIT 2: Theories of Organization : Introduction; Classical Theory; Scientific Management - F.W. Taylor; Max Weber -Bureaucratic Theory; Human Relations -Theory Elton Mayo; Behavioural Theory - Herbert Simon's Decision Making Theory; Socio - Psychological Theory - Abraham Maslow; F.W. Riggs - Ecological Approach; Summary; Questions; Student Activity

UNIT 3: Principles of Organization : Introduction**;** Hierarchy; Division of Work; Unity of Command; Co-ordination; Span of Control; Centralization of Decentralization; Line and Staff Agencies; Planning; Summary; Questions; Student Activity

UNIT 4: Personnel Administration : Introduction; Recruitment and Selection Process; Training; Promotion; Recruiting Agencies; Recent Trends in Personnel Administration; Questions; Student Activity

UNIT 5: Financial Administration : Introduction; Meaning of Budget ; Importance of Budget; Principles of Budget; Preparation of Budget; Enactment of the Budget ; Execution of Budget; Canons of Taxation ; Questions; Student Activity

UNIT 6: Control Over Administration : Introduction; Legislative Control over Administration; Executive Control over Administration; Judicial Control over Administration; Citizen Control over Administration, Lokpal and Lokayukta, Right to Information; Conclusion; Model Questions; Student Activity

UNIT 7: Office Management in Government: Introduction; Important of office management; Office Accommodation and Layout; Filing system ; Records Management; Office Automation and use of Computers; Role of ICT in Administration; E-Office; Questions; Student Activity

UNIT 8: Emerging Trends in Public Administration : Introduction; Impact of Globalization on Public Administration; Good Governance and e-Governance; Citizen Charter; New Public Management; Summary; Questions; Student Activity

Board of Intermediate Education, Telangana, Hyderabad

Model Question Paper - 2026

PUBLIC ADMINISTRATION

First Year

Time : 3 Hours **Max.Marks : 80**

Section - A

I. i. Answer any **Three** from the following questions not exceeding **40** lines each.
ii. Each question carries **8** marks **(3 × 8=24)**

1. Explain the meaning, definition and nature of Public Administration.
2. Discuss the contribution of Elton Mayo to Human Relations Approach.
3. Write the feature of line and staff agencies.
4. Examine the various methods of testing merit used in Public recruitments.
5. Write an essay on parliamentary control over administration.

Section - B

II. i. Answer any **Eight** from the following questions not exceeding **20** lines each.
ii. Each question carries **4** marks **(8 × 4=32)**

6. Explain the scope of Public Administration.
7. Explain the meaning of POSDCORB.
8. Explain the need of hierarchy in the organization.
9. Differentiate direct recruitment and indirect recruitment.
10. Explain how the Budget is prepared ?
11. Explain the types of control.
12. Give the types of Digital Records.
13. What are the advantages of E-Governence ?
14. Explain the concept of emerging trends in Public Administration.
15. What is role of Demands for Grants ?

16. Write a short note on Ombudsman.
17. What are the key features of Office Automation ?

Section - C

III. i. Answer any **Twelve** questions from the following not exceeding **5** lines each.
ii. Each question carries **2** marks **(12×2=24)**

18. What is a welfare state ?
19. What is Policy Implementation ?
20. What is Gang Planks ?
21. Define Charismatic Authority.
22. Unity of Command.
23. Decentralization.
24. Define recruitment in one sentence.
25. What is Past-Entry training ?
26. Performance Budget.
27. Appropriation Biv
28. Zero hour.
29. Ordinance.
30. SMS
31. Social Media
32. What is Globalization ?
33. What is Public - Private Partnership (PPP) ?