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HBSE MODEL PAPER 2024



Practice Papers

MODEL PAPERS

Marking Scheme

ANSWER KEY

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CLASS XI

PUBLIC ADMINISTRATION (598)

CLASS XI

SAMPLE QUESTION PAPER 2023-24

TIME: 3 HOURS Maximum Marks: 80

General Instructions

1. The question paper is divided into four sections.

2. There are 38 questions in all. All questions are compulsory.

3. Section A includes question No. 1-20. These are MCQ type and one to ten word answer type questions. As per the MCQ type question, there can be one answer.

4. Section B includes question No.21-29. These are very short answer type questions carrying 2 marks each. Answer to each question should not exceed 30 words.

5. Section C includes question No. 30-35. They are short answer type questions carrying 4 marks each. Answer to each question should not exceed 80 words.

6. Section D includes question No. 36-38. They are long answer type questions carrying 6 marks each. Answer to each question should not exceed 200 words each.

(Objective Type Questions)

Fill in blank

1 In India the budget is prepared by .....

2 Rajay Sabha can hold the budgets only for .....days .

3 Portfolios among the ministers in the state is divided by .....

4 Tenure of Panchayats is.....years .

5 Panchayats are established in the .....

Select the correct option of the following multiple choice questions and write in your answer-book

6 Main aims of Public Administration is

A) To Serve the people

B) To earn profit

C) Flexible

D) All the above

7 In Haryana total districts are

A)22 B) 21 C)20 D) 23

8 what are the methods if Public Administration

A) Television B) Newspaper C) Radio D) All the above

9 How many members are in the Estimates committee

A) 15 B) 22 C) 20 D) 30

10 Mooney has give the Principle of organization

A) One B) Two C) Four D) Five

11 How many types of organization are there

A) Two B) Three C) Four D) Five

12 Which of the followin is not a source of income for Local Bodies .

A) Grant – in –aids by the Government

B) Loan

C) Consolidated Fund

D) Local Tax

13 Panchayati Raj was dirst adopted in which state of India

A) Haryana B) Rajsthan C) Karnataka D) Odisha

Answer each of the following questions in one or two words/sentences

14 Who is the Chief Advisor of the Governor.

15 Write any one merit of Hierarchy.

16 Write any one demerit of decentralization.

17 Write any one main functions of Superintendent of Police .

Two statements are given below – one labelled as Assertion (A)and the other labelled as Reason(R) .Read the statement carefully and choose the correct option as the answer from the options (A),(B),(C)and (D)given below .

18 Assertion (A):Public Administration is identified with service motivation.

Reason (R): Its objectives is to serve the public and promote community welfare.

A) A is true , but R is false.

B R is true ,but A is false .

C) A and R are true and R is the correct explanation of the A.

D) A and R are true , but R is not the correct explanation of the A.

19 Assertion (A): The functions and duties of the Deputy Commissioner cannot be explained directly.

Reason (R): He is the head of district administration and the representative of the state government in the district .

A) A is true , but R is false.

B R is true ,but A is false .

C) A and R are true and R is the correct explanation of the A.

D) A and R are true , but R is not the correct explanation of the A.

20 Assertion (A):The Governor of the state is the executive head in name only

Reason (R): The constitution has provided for a parliament system of government in the States.

A) A is true , but R is false.

B R is true ,but A is false .

C) A and R are true and R is the correct explanation of the A.

D) A and R are true , but R is not the correct explanation of the A.

(Very Short Answer Type Questions)

21 Give any two differences between Public Administration and Private Administration .

22 When and where did originate of public Administration as a Discipline.

23 Write any two functions of district administration .

24. write any two discretionary powers of the Governor.

25 Give any two differences between Public Administration and Economics

26 Write any two features of Organization.

27 Write any two features of Local Government .

28 Write the meaning of Budget .

29 Write any two functions of Public Account Committee.

(Short Anser Type Questions)

30 Discuss the importance of Public Administration.

31 Give any four similarities between Public Administration and Private Administration .

32 Write any four functions of Chief Minister .

33 Give the meaning of Coordination .

34 Give any four functions of Panchayat Samiti.

35 Write any four sources of income of Municipal Bodies.

(Essay Type Questions)

36 Discuss the powers and functions of Governor.

OR

Discuss the powers and functions of Chief Minister.

37 Discuss the functions of Dupty Commissioner.

OR

Discuss the functions of Superintendent of Police.

38 Describes the qualities of a good Public Relation Officer.

OR

Write the significance of Public Relation in Democratic Administration.