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Reg. No. :

Name :

Second Semester M.S.W. Examination; September 2010
(New Scheme – 2006 Admn.)
SW 2.2.2 : ADMINISTRATION OF HUMAN SERVICE
ORGANISATIONS

Time : 3 Hours

Max. Marks : 75

PART – I

Answer **any five** questions. Each answer carries **equal** marks. Answer should **not** exceed **300** words.

1. Highlight the importance of training in HSO's.
2. Write a short note on the foreign exchange rules and tax obligations of an NGO.
3. Discuss the importance of leadership in HSO's. What kind of leadership would be most suited in HSO's ?
4. Describe the different ways through which organisational effectiveness can be evaluated.
5. Highlight the importance of planning in administrative process.
6. Write a note on the structure and functions of State Social Welfare Board.
7. Describe the importance of maintenance of file and records.
8. Discuss the importance of Public Relations in HSO. (5×6=30 Marks)

P.T.O.



PART - II

Answer any three questions. Each answer carries equal marks. Each answer should not exceed 1200 words.

9. Explain the application of various elements of administration in HSO's.
10. Write an essay on the components of financial management.
11. Discuss the role of HSO's in social and economic development in Kerala. Give suitable examples.
12. Write an essay on the social welfare programmes undertaken by the Directorate of Social Welfare in Kerala.
13. What are the major provisions of Societies Registration Act ? Describe the procedure of registering a society. **(3×15=45 Marks)**