



NATIONAL OPEN UNIVERSITY OF NIGERIA
Plot 91 Cadastral Zone Nnamdi Azikiwe Express Way, Jabi-Abuja
FACULTY OF MANAGEMENT SCIENCES
DEPARTMENT OF PUBLIC ADMINISTRATION
2020_1 EXAMINATION

Course Code: PAD747

Credit Unit: 2

Course Title: INTRODUCTION TO PUBLIC ADMINISTRATION

Time Allowed: 2^{1/2} HOURS

Instructions:

- 1. Attempt Question 1 and any other two (2) Questions.**
 - 2. Question 1 is compulsory and carries 30 marks while the other 2 Questions carry 20 marks each.**
 - 3. Present all your points in a coherent and orderly manner.**
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1. (a) Discuss the functions of middle management **(10marks)**
1. (b) Explain briefly the main features of career civil service **(15marks)**
1. (c) What is development administration **(5marks)**

2. (a). Describe the six steps for a successful policy analysis **(12 Marks)**
2. (b) Discuss briefly the institutional theory to the study of public policy **(8 Marks)**

3. (a) State six reasons for informal organization (**6 marks**)
3. (b) Discuss the test of management as postulated by Millett and Gullick? **(14 Marks)**

4. (a) What is planning? **(8 Marks)**
4. (b) Discuss the fundamental principles governing the operations of a government planning and budgeting **(12 Marks)**

5. (a) What do you understand by the term Public Personnel Management? **(8 Marks)**
5. (b) State the aims and objectives of personnel management **(6 Marks)**
5. (c) List the characteristics of Personnel Management **(6 Marks)**