



**NATIONAL OPEN UNIVERSITY OF NIGERIA
FACULTY OF MANAGEMENT SCIENCES
DEPARTMENT OF PUBLIC ADMINISTRATION**

2023_2 EXAMINATIONS_

COURSE CODE :PAD 404

COURSE TITLE: COMPARATIVE PUBLIC ADMINISTRATION

CREDIT UNIT : 3CREDITS

INSTRUCTION : 1. Indicate your Matriculation Number clearly.

2. Attempt question one(1) and any other three (3) questions.

Four questions in all.

3. Question one (1) is compulsory and carries 25 marks, while the other questions carry 15marks each

4. Present your points in coherent and orderly manner.

TIME ALLOWED : 3HRS

Question One: There are seven approaches to the study of Comparative Public Administration. List and explain any three (3) of them= (25Marks)

Question Two: Outline five (5) uses of models in Comparative Public Administration studies=(15Marks)

Question Three: Describe five (5) characteristics of Development Administration (15Marks)

Question Four: Briefly discuss the characteristics of Bureaucracy (15Marks)

Question Five: Identify five models of Comparative Public Administration and briefly explain any two = (15Marks)

Question 3b: In English language, we do not say each syllable with the same force or strength. In one word, we accentuate ONE syllable. We stress one syllable very loudly. Discuss what you understand by Word Stress? (10 Marks)

Question 4a: The process of communication is susceptible to many barriers, seen or unseen, notable or ignorable. These barriers constitute a trench in the way of communication flow and the reception of adequate feedback. What are the Barriers to Business Communication? (10 Marks)

Question 4b: Our studies have shown in many ways that all forms of communication have processes, steps, methods, types and differ from one form to another. Write notes on the Methods of Business Communications. (10 Marks)

Question 5a: It is necessary to communicate with different sub-groups and overcome difficulties in effective communication within an organization or between two or more different organizations. This buttresses the importance of skills in the art or act of the people designated to represent organizations in business communication. According to our study, what is the Purpose of Learning Business Communication Skills? (10 Marks)

Question 5b: English language is embedded various forms of prefixes that in themselves connote other meaningful pointers to any given general concept within a sphere. Write short notes on the following:

1. Proxemics
2. Chronemics
3. Kinetics (10 Marks)

(Wishing you all the very best)

QUESTION 2

The statement of financial position of UNOKA ltd. and OMEKE ltd as at 31Dec 2020 were as follows:

	UNOKA ltd N'000	OMEKE ltd N'000
Non-Current Assets	80,000	64,000
Investment at cost	152,000	-
Current assets	<u>120,000</u>	<u>96,000</u>
	<u>352,000</u>	<u>160,000</u>
Share capital:		
Ordinary shares of N1.00 per share	240,000	80,000
Accumulated reserves	<u>64,000</u>	<u>32,000</u>
	304,000	112,000
Current liability	<u>48,000</u>	<u>48,000</u>
	<u>352,000</u>	<u>160,000</u>

The entire share capital of OMEKE ltd was acquired when the accumulated reserves was N24million.

Required:

Show the consolidated reserve of the group at 31 Dec.2020. (15 marks)

QUESTION 3(a)

The Balance Sheet of EGWEMI limited, a manufacturing company, as at 31 December 2019 is as follows:

	N'000	N'000
FIXED ASSETS (NET)		24,000
Investments		1,000
Goodwill		<u>3,800</u>
		28,800
CURRENT ASSETS		
Stocks & work in progress	23,800	
Debtors	23,400	
Bank and cash balances	<u>600</u>	
	<u>47,800</u>	
DEDUCT: CURRENT LIABILITIES		
Creditors	17,800	
Bank overdraft	14,400	
Tax payable	800	