

**Name of the course: M. P. Ed. (May-June 2021)**

**Semester : Semester – IV**

**Name of the paper : MPE 1003 - FUNDAMENTAL OF SPORTS MANAGEMENT  
AND ADMINISTRATION**

*Note-* Instructions for Candidates-

1. Question paper consists of six questions and attempts any four questions.
2. All questions carry equal marks of 18.75 marks.

**Time: (3hr + 1hr \*)**

**Max. Marks – 75**

**\* For Uploading QP, Scanning Answer Sheet and Uploading it.**

1. Write the concept of administration and sports management. Explain the general principles of management
2. Elaborate various sources through which you will raise fund for your organization?
3. What are special services in sports? Write about committees for organizing an event. Explain in brief the ceremonies and its protocol followed in the competition..
4. Draw a structure of an Event Management. Explain in detail the roles and responsibilities of event personnel in organizing future events.
5. Elaborate the training and development program for the newly appointed volunteers of an event.
6. Write the meaning and definition of office management. Elaborate elements and functions of office management.