



**Post Graduate Diploma in Agricultural Extension Management (PGDAEM)**  
**Final examination , I semester 2014-15 ( July 2015)**  
**AEM 103: Principles and Practices of Extension Management**  
**(3 Credits)**

**Maximum Marks- 70**

**Duration- 2 ½ hours**

**ANSWER ANY FIVE QUESTIONS. ALL QUESTIONS CARRY EQUAL MARKS**

1. What do you mean by Management ? Elaborate the Managerial Roles as explained by Mintzberg's with suitable example
2. What is leadership ? Explain characteristics of a good leader. How will managerial grid be helpful in managing human resource in an organisation ?
3. What do you understand by Motivation ? Suggest ways and means to motivate the farmers to actively participate in agricultural development programmes.
4. Write short notes on **any two** of the following(all the questions carry equal marks):
  - (a) Abraham Maslow's hierarchy of needs
  - (b) Negotiation skills and its utility in development process
  - (c) Importance of Training Need Analysis (TNA).
5. What do you understand by **line organization, functional organization** and **line and staff organization** ? Discuss their respective merits and demerits.
6. "**Motivation is core of management**". Discuss what management can do to motivate the staff in an industrial organization ?
7. Control is a must in business organization- why ? What are the requirements of an effective control system ?
8. Write short notes on **any four** the following (all the questions carry equal marks):
  - A) Method demonstration
  - B) Intrinsic versus extrinsic motivation
  - C) Sociogram
  - D) Problem solving skill
  - E) Advantage and disadvantage of decentralization
  - F) Advantage of human resource planning in agriculture

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January, 2015

**Post Graduate Diploma in Agricultural Extension Management (PGDAEM)**

**Supplementary Examinations of 2007-08 to 2012-13**

**AEM 103 : Principles and Practices of Extension Management (3 credits)**

**Max. Marks-70**

**Duration - 2 ½ hrs.**

**ANSWER ANY 5 QUESTIONS. ALL QUESTIONS CARRY EQUAL MARKS**

1. Organizations plan their activities professionally to accomplish the desired goals. You, as a Manager of your organization, describe the roles / functions that you would perform to achieve effective transfer of technology, with examples
2. List out the innovative modern training methods and describe two training methods which you have used as an Extension officer with suitable examples?
3. Write short notes on the following: (write any 4).
  - i. Abraham Maslow's hierarchy of needs
  - ii. Negotiation skills and its utility in development process
  - iii. Strategic Management process
  - iv. Importance of Training Need Analysis (TNA).
  - v. Induction training for newly recruited Extension Officers
  - vi. Role of Exposure visits in the adoption of innovations.
4. What are the important functions of an extension manager? Explain in detail the skills required for the extension managers to perform their jobs effectively.
5. What is the importance and purpose of Performance Appraisal in an organization? Discuss different techniques or tools used for appraising performance.
6. What do you understand by Motivation? Suggest ways and means to motivate the farmers to actively participate in agricultural development programmes.
7. Write short notes on the following (**any four**):
  - i) Delegation of authority
  - ii) Problem solving process
  - iii) Advantages and disadvantages of decentralization
  - iv) Conditions required for creative thinking
  - v) Possible outcomes in a negotiation
8. What do you understand by Manpower Planning? Briefly explain the Supply and Demand Manpower forecasting techniques adopted by various organizations.

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December-2014

**Post Graduate Diploma in Agricultural Extension Management (PGDAEM)**

**2nd Semester 2013-14 Term End Examinations &  
Supplementary Examinations of 2007-08 to 2012-13**

**AEM- 103: Principles and Practices of Extension Management (3 credits)**

**Max. Marks-70**

**Duration - 2 ½ hrs.**

ANSWER ANY 5 QUESTIONS. ALL QUESTIONS CARRY EQUAL MARKS

1. How do you motivate the farmers to adopt New Innovations in Agriculture? Define motivation and explain briefly on types of motivation. Specify MASLOW'S Hierarchy of needs.
2. Explain briefly on the steps to be followed in establishing Farmers Organizations. What are the strategies that have been developed to strengthen Farmers Organizations?
3. Write Short Notes on **any four** of the following:
  - a) Importance of Sociogram in Technology Transfer
  - b) Leadership functions of an Agricultural Extension Officer
  - c) Negotiation Skills
  - d) Benefits of Human Resource Planning (HRP) in Agriculture
  - e) Skill Gap Analysis
  - f) Training Need Assessment
4. Define Human Resource Management (HRM). Describe the importance of HRM in Agricultural Extension.
5. What do you understand by Manpower Planning? Briefly explain the Supply and Demand Manpower forecasting techniques adopted by various organizations.
6. Explain the significance of DAESI programme and strategies suggested for scaling up of DAESI programme as per your field experience.
7. What is the importance and purpose of Performance Appraisal in an organization? Discuss different techniques or tools used for appraising performance.
8. Write briefly on **any four** of the following:
  - a) Commonly used training methods
  - b) Method demonstration, its advantages and disadvantages
  - c) System theory and contingency theory followed under Modern Management Approaches
  - d) Role / Functions of Management
  - e) Delegation of Authority
  - f) Steps followed in Strategic Management

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**Post Graduate Diploma in Agricultural Extension Management (PGDAEM)  
EXAMINATION – July, 2014**

**AEM-103: Principles and Practices of Extension Management  
(3 credits)**

**Maximum Marks: 70**

**Duration: 2 ½ hrs.**

Answer any 5 questions. All Questions carry equal marks

1. 'The act of getting things done through people' is called Management. Elaborate the basic functions of Management?
2. Define (any four):
  - a. Managerial Skill
  - b. Organizational Hierarchy
  - c. Values
  - d. Mission
  - e. Vision
3.
  - a. What are problem-solving skills required for an extension officer to control major pest/diseases in agriculture?
  - b. Differentiate Problem-solving Vs Decision Making?
4.
  - a. Strategic Planning as 'the process of deciding on the objectives of acquisitions, use and disposition of the resources'. What are the Strategic Management Process, you will be followed in your organization?
  - b. Discuss the benefits of Strategic Management?
5. What is Human Resource Planning? Discuss its objectives, types and steps involved?
6. Programme Appraisal is one of most important requisites in HRD. Discuss its objectives, approaches/methods used for appraise the performance of extension officers?
7. Write briefly on the following (any four):
  - a. Training Needs Assessment
  - b. Types of Training Methods (any three types)
  - c. Characteristics of Motivation
  - d. Team Building
  - e. Importance of exposure visit
8. Discuss the problems involved in organizing effective training and suggest remedies?

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**Post Graduate Diploma in Agricultural Extension Management (PGDAEM)  
SUPPLEMENTARY EXAMINATION - 2012– 13 BATCH  
JANUARY 2014**

**AEM-103: PRINCIPLES AND PRACTICES OF EXTENSION MANAGEMENT (3 credits)**  
**Maximum Marks: 70** **Duration: 2 ½ hrs**

Answer any 5 questions. All Questions carry equal marks

1. Organizations plans their activities professionally to accomplish the desired goals. You as a Manager of your organization, describe the roles / functions would you perform to achieve effective transfer of technology with examples wherever necessary ?
2. Write short notes on the following: **(write any 3)**.
  - a. Abraham Maslows' need hierarchy
  - b. Advantages of unity of command
  - c. Strategic Management process
  - d. Human Resource planning (HRP) in Agriculture & Allied Sectors.
  - e. Performance appraisal in HRD
  - f. Importance of Training Need analysis (TNA)
3. As an Extension officer when you come across a situation where your technology fails due to certain problems during the season, how would you solve the problem / problems taking advantage of the "Problem solving process" ?
4. a. Training design is key to a successful training programme. Given an opportunity to conduct a training programme, mention and describe the factors you would consider to design a training module/programme programme for an effective capacity building of a given clientele group ?
  1. Importance of skill gap analysis in building the competencies of farmers extension workers and list out skill gaps taking an example of your choice ?
5. Success of any training programme depends on the training methods used to deliver the content. List out commonly used and innovative modern training methods and describe two training methods which you have used as an Extension officer with suitable examples ?
6. Motivated farmers are key to successful spread of innovations in transfer of technology. What do you understand by Motivation, types, characteristics and how people are motivated at different levels (Top, Middle, Lower levels) ?
7. Pest / disease out breaks or natural calamities call for accomplishing the given task in the shortest possible time where Extension needs to be proactive and finish the work without loss of time. Team work / Team building plays a vital role under such situations. Describe as per you understanding, what the Team Building in and various processes involved with it taking the help of "A systematic Approach" with examples ?
8. Discuss briefly on the following: (Write any three)
  - a. Opinion leaders in the spread of new innovations
  - b. Negotiation skills and its utility in development process
  - c. Panel discussion as a training method
  - d. Brainstorming in capacity building programmes
  - e. Induction training for newly recruited Extension officers
  - f. Roles of study / Exposure visits in the adoption of innovations



**Post Graduate Diploma in Agricultural Extension Management (PGDAEM)  
SPECIAL SUPPLEMENTARY EXAMINATION – DECEMBER 2013**

**AEM-103: Principles and Practices of Extension Management  
(3 credits)**

**Maximum Marks: 70**

**Duration: 2 ½ hrs**

Answer any 5 questions. All Questions carry equal marks

1. Describe training need assessment process and explain how it helps to diagnose the causes of performance deficiency in employees
2. Write short notes on the following ( any four)
  - i) Objectives of training
  - ii) Theories of personality
  - iii) Determinants of personality
  - iv) Levels of evaluation
  - v) Theories of leadership
3.
  - i) Describe in detail the strategic management process
  - ii) Explain the importance of systematic approach in getting work done in a group
4. Explain the changing role of Extension managers in the context of globalization in agriculture
5. Write short notes on the following ( any four)
  - i) Objectives of HRM
  - ii) Functions of HRM
  - iii) Types of plans
  - iv) Theories of learning
  - v) Components of strategy
6. Explain the process and steps in Human Resource Planning
7. Write short notes on the following ( any four)
  - i) Types of problem solving
  - ii) Problem solving process
  - iii) Advantages and disadvantages of decentralization
  - iv) Conditions required for creative thinking
  - v) Possible outcomes in a negotiation
8. Write short notes on the following ( any three)
  - i) Techniques used for performance appraisal
  - ii) Objectives of performance appraisal
  - iii) Importance and purpose of performance appraisal
  - v) Factors deterring objective evaluation

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**Post Graduate Diploma in Agricultural Extension Management (PGDAEM)  
Final Examination (February 2010)**

**Course 103: Principles and Practices of Extension Management (3 Credits)**

**Maximum Marks: 70**

**Duration: 2 ½ hrs**

**Answer any five questions. All questions carry equal marks**

1. Discuss the roles and responsibilities performed by an Extension Manager? Describe your experiences as an Extension Manager for successful implementation of a programme.
2. Write short notes on any three of the following
  - a. Training Need Assessment
  - b. Maslow's theory of hierarchy of needs
  - c. Negotiation
  - d. Team work
  - e. Delegation
3. Explain the importance of capacity building in Agricultural Extension. Discuss the different steps involved in organizing a training programme?
4. What to you understand by Motivation? Suggest ways and means to motivate the farmers for adoption of a new technology.
5. Conflict Management is an important aspect of successful implementation of Agricultural Extension Programme? In view of this how do you apply the tools & techniques of Conflict Management for resolving day-to-day field problem.
6. Explain the difference between "Task and Process Skills". Discuss the process skills required for Teamwork in Agricultural Extension?
7. How do you identify a successful farmer in your jurisdiction? How can you make use of his services as a farmer leader in Agricultural Extension? Discuss?
8. Describe the functions of Human Resource Management (HRM) in Agricultural Extension with a suitable example.

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**AEM-103 (R)**

**Post Graduate Diploma in Agricultural Extension Management (PGDAEM)  
Final Examination, First Semester 2008-09 (August 2009)**

**Course 103: Principles and Practices of Extension Management (3 Credits)**

**Maximum Marks: 70**

**Duration: 2 ½ hrs**

**Answer any five questions. All questions carry equal marks.**

1. Describe the functions of Human Resource Management (HRM) in Agricultural Extension with a suitable example.
2. Explain theory "X" and theory "Y". Which one will you adopt in Agricultural Extension system and justify with examples.
3. What do you understand by task and process skills? Briefly explain various process skills required for teamwork in agricultural extension.
4. What are the important functions of an extension manager? Explain in details the skill required for the managers to perform their jobs effectively.
5. Write short notes on any three of the following
  - Performance Appraisal
  - Delegation
  - Training Need Assessment
  - Negotiation
  - Maslow's theory of Hierarchy of needs
6. Explain the importance of capacity building in agricultural extension. List out the steps involved in conduct of training programme.
7. What is Motivation? Explain the means and ways of motivating farming community for technology adoption.
8. What are the important qualities of a leader? How can we make use of leaders in extension activities? Explain.

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