

Date: ___/___/20

Day: _____

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Subject: Public Administration

QNO 2:- Scientific approach to public Ad and classical approach.

The classical Management School is thought to have originated around the year 1900, focusing on the efficiency of the work process.

It has three schools of thinking, Scientific management, Bureaucratic management and Administrative management.

Scientific Management Theory:-

Scientific Management Theory is a method of improving efficiency in the workforce by using scientific methods to assess work processes. It improves productivity. It is an evidence-based method that prioritizes efficiency and

reliability.

Frederick Winslow Taylor:-

Scientific Management is based on the life long work of F. W. Taylor, an engineer by profession turned management consultant by designing work assignments on scientific lines.

His book "The Scientific Management Principles" was published in 1911.

Scientific Management gives a rational approach to managing organization resources in a systematic and objective manner.

The theory advocates human cooperation in a mechanical fashion for maximum output per given time with the standardization of work methods.

In public sector, position classification and job designs reflect Taylorism.

The Principles of Scientific Management:

There are four principles of Taylorism:

1. **Choose method based on science:** Use the scientific method to determine the most efficient way to complete a task. Focus on increasing productivity and benefits.
2. **Assign employees tasks based on their natural skill set:** Know your employee, discover what they are good at and place them where their skills will be the most useful.
3. **Monitor employee performance:** Monitor the employee during their work hours to ensure efficient operation of the system. If the employees are confused and unproductive, it is up to the managers to fix the issues.

Managers are responsible for ensuring that the best person for the job does the job using the best methodology.

4. Divide workloads appropriately between employees and managers.

Remove all responsibility for the work method from the employees and give it to management. The employee is responsible only for the actual job performance that is assigned to him.

Difference with other classical approaches.

The scientific theory is based on using data and human strengths to increase output, while the bureaucratic management style focuses on hierarchies and tight job roles and administrative style simply focus

explain differences point to point not in paragraph written like essay

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on paper trail and use a straightforward approach to managing, both without relying on influence from human interactions.

⇒ The most prevalent difference between Scientific management and the other classical approaches are the ways in which individuals interact and collaborate. In the scientific environment, the individuals are offered some options and flexibility as there is a shift in which employees are moved to different jobs, based on specific strengths or they are given more responsibility and a diverse set of job functions. While the other classical approaches are very specialized where every job role has a predefined, strict set of guidelines. It is a top to bottom

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hierarchy, with no flexibility, rigid principals and rules and regulations. They have a command and central Management style.

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Conclusion:-

Rapid changes are sweeping through every aspect of life nowadays. Although classical Management model has evolved quite a bit, it is still a rigid system. However, classical Management theories are important because they introduced the concept of management as a subject for intellectual analysis and provided a basis of ideas that have been developed by subsequent schools of management thoughts.

Q No 6:- Impact of globalization on public administration.

The world order is rapidly changing due to global structure of production, trade, and communication. Public administration has undergone great change in response to new inputs from the contemporary socio-economic and political changes under the impact of globalization. The old public administration model was to make public administration a scientific discipline, ~~so to enhance the understanding of methods through which improve efficiency and effectiveness in public policy design and implementation. But, due to globalization, society, its people and their behaviour are changing very rapidly and this change~~

this is
enough
for intro

has also brought a revolutionary shift in nature and scope of public administration.

Impacts of Globalization

The process of globalization has significant impact on the public administration, influencing various aspects of governance, policy-making and economic development.

Economic Liberalization:-

Globalization has played a crucial role in shaping the economic policies made by administrations.

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Public Service Reforms:-

Globalization has prompted the public administration to introduce policy reforms aligned with international standards and practices all over the world - There is a great

impact of free market economy
 on the concept of government,
 structure of government and
 also on the style of governance.
 The administration has worked
 to create a more business-
 friendly environment by simplifying
 regulatory processes and
 reducing bureaucratic hurdles.

Entrepreneurial Government

Traditional administrative
 processes of file-keeping and
 secrecy in official work, delays,
 lengthy processes have been
 replaced with data-processing,
 automation and speedy services.

Public sectors are now under
 world wide pressures to enhance
 their productivity by increasing
 their efficiency and work on
 improvement in quality of
 life of the people.

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 general
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 ans there are
 no examples
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 answer

E-Governance:-

The speed and transparency associated with E-Governance

have the potential to make public administration responsive.

Almost every department and Ministry now can be accessed with just a click on internet.

which has improved the quality of services with ?

proper accountability and easy accessibility. It has streamlined administrative

processes and promoted citizen participation.

International cooperation and diplomacy:-

Globalization has necessitated the strengthening of diplomatic ties, negotiation of international agreements

how?
example

and collaboration with other countries to address common challenges and pursue shared objectives.

Social and cultural impacts

Globalization has social and cultural impacts, influencing societal norms, values and aspirations. The public administration has to respond to the cultural and social changes by addressing social and cultural issues, promoting inclusivity and balancing the preservation of cultural identity with the influence of globalization.

Changing roles of Public administrators - Bureaucracy.

There has been a realization that with the switch over to globalization,

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liberalization and privatization
the role of bureaucracy
has changed. The bureaucracy
now will have to play the
role of a catalyst for
change. In the new order,
the bureaucracy has to
function as a helper,
an accelerator and a
booster.

State

The accelerated globalization
and free market competition
has limited the role of
state to that of a
facilitator, the leveler
of the playing field, the
provider of the basic
services and the formulator
of globalization friendly
policies. The government

also has the responsibility to promulgate policies and implement programs which will attend to the victims of the dark side of globalization. The real field player will be economic and technological giants.

Conclusion.

The impact of globalization on public administration is multifaceted and complex and the public administrator has to navigate the dynamics of globalization while seeking maximum benefits and addressing its associated challenges.

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concrete examples of any kind
not satisfactory 4/20