

Multiple Choice Questions On Public Finance File PDF

Multiple choice questions on public finance are essential tools for students, educators, and professionals aiming to assess and deepen their understanding of this critical economic field. Public finance involves the study of government revenue, expenditure, and the impact of government policies on the economy. Mastering multiple choice questions (MCQs) in this domain can enhance knowledge, improve exam performance, and prepare individuals for real-world policy analysis. This article provides a comprehensive overview of key topics within public finance through MCQs, along with strategies to approach such questions effectively.

Understanding Public Finance

Public finance is a branch of economics that deals with how governments manage income and expenditure to influence economic stability and growth. It encompasses various aspects such as taxation, government budgeting, public expenditure, debt management, and fiscal policy.

Core Concepts in Public Finance

- **Taxation:** Methods and principles of raising revenue from individuals and businesses.
- **Public Expenditure:** Spending by government entities on goods, services, and welfare programs.
- **Fiscal Policy:** Use of government spending and taxation to influence the economy.
- **Public Debt:** Borrowing by the government to finance deficits or investments.
- **Budgeting and Financial Management:** Planning, allocation, and control of public resources.

Common Topics Covered in Multiple Choice Questions on Public Finance

MCQs on public finance typically test knowledge across a broad spectrum of topics. Understanding these categories helps in systematic preparation.

Taxation Principles and Types

- Progressive, proportional, and regressive taxes
- Direct vs. indirect taxes

- Tax incidence and burden
- Taxable capacity and tax elasticity

Public Expenditure and Budgeting

- Types of public expenditure: developmental vs. non-developmental
- Budget deficit and surplus
- Types of budgets: balanced, surplus, and deficit budgets
- Importance of fiscal discipline

Fiscal Policy and Economic Impact

- Expansionary vs. contractionary fiscal policy
- Role of fiscal policy in controlling inflation and unemployment
- Automatic stabilizers
- Multiplier effect of government spending

Public Debt and Deficit Financing

- Types of public debt: internal and external
- Advantages and disadvantages of public borrowing
- Debt sustainability
- Methods of debt redemption

Government Intervention and Market Failures

- Public goods and externalities
- Role of government in correcting market failures
- Regulation and subsidy policies

Sample Multiple Choice Questions on Public Finance

Below are sample MCQs that reflect typical questions encountered in exams or quizzes on public finance. These examples serve as practice and aid in understanding question framing.

Taxation

- **Question:** Which of the following taxes is a progressive tax?

- A) Sales tax
- B) Income tax
- C) Excise duty
- D) Property tax

- **Answer:** B) Income tax

Public Expenditure

- **Question:** Which type of public expenditure is aimed at economic development?

- A) Welfare expenditure
- B) Capital expenditure
- C) Administrative expenditure
- D) Revenue expenditure

- **Answer:** B) Capital expenditure

Fiscal Policy

- **Question:** An expansionary fiscal policy typically involves:

- A) Increasing taxes and decreasing government spending
- B) Decreasing taxes and increasing government spending
- C) Increasing taxes and increasing government spending
- D) Decreasing taxes and decreasing government spending

- **Answer:** B) Decreasing taxes and increasing government spending

Public Debt

- **Question:** Which of the following is a disadvantage of high public debt?

- A) Increased fiscal flexibility
- B) Higher future interest obligations
- C) Reduced inflation

- D) Lower taxes
- **Answer:** B) Higher future interest obligations

Strategies to Effectively Tackle Multiple Choice Questions in Public Finance

Success in MCQs requires a strategic approach. Here are tips to maximize accuracy and efficiency:

Understand Key Concepts

- Review fundamental definitions and principles.
- Focus on understanding the rationale behind different types of taxes, expenditures, and policies.

Practice Regularly

- Solve previous years' question papers and mock tests.
- Use flashcards and quizzes to reinforce memory.

Read Questions Carefully

- Pay attention to keywords like 'which', 'best', 'most appropriate'.
- Eliminate obviously incorrect options to improve chances of selecting the right answer.

Time Management

- Allocate specific time limits for each question.
- Do not dwell too long on difficult questions; mark and revisit if time permits.

Stay Updated with Current Policies

- Understand recent changes in taxation laws and fiscal policies.
- This knowledge can provide context to theoretical questions and current affairs MCQs.

Importance of Multiple Choice Questions in Public Finance Education

MCQs serve multiple purposes in learning and assessment:

- **Assessment of Knowledge:** Quickly evaluates understanding of core concepts.
- **Preparation for Competitive Exams:** Many exams like civil services, banking, and finance certifications include MCQs.
- **Self-Assessment:** Helps learners identify areas of strength and weakness.
- **Engagement:** Interactive and engaging way to reinforce learning.

Conclusion

Mastering multiple choice questions on public finance requires a solid grasp of fundamental concepts, regular practice, and strategic exam techniques. By understanding the core topics such as taxation, public expenditure, fiscal policy, and public debt, learners can confidently approach MCQs and excel in assessments. Whether you are a student preparing for exams or a professional involved in policy analysis, proficiency in public finance MCQs enhances your analytical skills and broadens your understanding of government financial mechanisms. Incorporate these strategies into your study routine to improve your performance and deepen your knowledge of this vital economic discipline.

Multiple choice questions on public finance serve as a vital tool in assessing understanding of the complex mechanisms that govern government revenue, expenditure, and economic policy. These questions are widely used in academic settings, competitive exams, and professional assessments to evaluate knowledge about fiscal policies, taxation, public expenditure, budgeting, and economic stabilization. As public finance forms the backbone of a nation's economic health, mastering multiple choice questions in this domain not only aids students and professionals in exam preparations but also enhances their grasp of how governments manage resources to promote growth, equity, and stability.

In this article, we explore the significance of multiple choice questions (MCQs) in public finance, dissect the core topics covered, and offer insights into how these questions can be effectively used to deepen understanding. Whether you're a student preparing for an examination, an educator designing assessments, or a policy enthusiast seeking clarity, this comprehensive guide aims to illuminate the key aspects of public finance through the lens of MCQs.

Understanding the Role of Multiple Choice Questions in Public Finance Education

Multiple choice questions are an integral part of modern educational assessments due to their efficiency, objectivity, and scalability. In the context of public finance, MCQs serve several specific purposes:

- Assessing Conceptual Clarity: They test foundational knowledge about fiscal policies, government functions, and economic principles.
- Encouraging Critical Thinking: Well-designed MCQs can challenge students to analyze scenarios and apply theoretical concepts.
- Facilitating Rapid Evaluation: For instructors, MCQs allow quick and consistent assessment of large student groups.
- Standardizing Testing: They provide a uniform way to measure understanding across different institutions or regions.

Furthermore, MCQs in public finance often mirror real-world decision-making processes, requiring examinees to interpret data, evaluate policy options, and understand economic trade-offs.

Core Topics Covered by Multiple Choice Questions in Public Finance

Public finance encompasses a broad spectrum of topics, each critical to understanding how governments manage economic resources. MCQs typically span the following core areas:

1. Principles of Public Finance

These questions explore fundamental concepts that underpin government fiscal activities:

- Public Goods and Externalities: Differentiating between private and public goods, understanding positive and negative externalities.
- Budgeting and Fiscal Policy: The role of budgets, fiscal deficits, and the impact of government spending.
- Taxation Principles: Equity, efficiency, and simplicity in tax systems.

2. Types of Taxes and Their Impact

MCQs probe knowledge about various forms of taxation:

- Direct vs. Indirect Taxes: Income tax, corporate tax, sales tax, and excise duties.
- Progressive, Regressive, and Proportional Taxes: How tax structures affect different income groups.
- Tax Incidence and Elasticity: Who bears the burden of taxes and how elasticity influences revenue.

3. Public Expenditure and Budgeting

Questions in this area focus on how governments allocate resources:

- Types of Public Expenditure: Capital vs. recurrent expenditure.
- Allocation Principles: Social welfare, economic development, and administrative costs.
- Budgetary Processes: Planning, approval, execution, and audit.

4. Fiscal Policy and Economic Stabilization

MCQs examine mechanisms through which governments influence the economy:

- Countercyclical Policies: Using taxation and expenditure to stabilize economic fluctuations.
- Automatic Stabilizers: Unemployment benefits, progressive taxes.
- Fiscal Multipliers: The ripple effects of government spending on overall economic activity.

5. Public Debt and Deficit Management

Understanding borrowing and debt sustainability is vital:

- Types of Public Debt: Domestic vs. foreign debt.
- Debt Management Strategies: Repayment, refinancing, and debt relief.
- Implications of High Debt Levels: Inflation, interest rates, and future fiscal flexibility.

6. Revenue Sources of Government

Questions cover diverse revenue streams:

- Tax Revenue: Main source for most governments.
- Non-Tax Revenue: Fines, fees, profits from public enterprises.
- Grants and International Assistance: External funding sources.

Designing Effective Multiple Choice Questions in Public Finance

The quality of MCQs significantly influences their effectiveness as assessment tools. Here are key principles for designing robust MCQs:

- Clarity and Precision: Questions should be straightforward, avoiding ambiguous wording.

- Relevance: Items should directly relate to core topics and learning objectives.
- Balanced Difficulty: Include a mix of easy, moderate, and challenging questions to discriminate among different levels of understanding.
- Use of Scenario-Based Questions: Present real-world situations to evaluate application skills.
- Plausible Distractors: Wrong options should be believable to challenge test-takers and prevent guesswork.

For example, a well-constructed MCQ on taxation might be:

Question: Which of the following best describes a regressive tax?

- a) A tax where the rate increases as the income increases
- b) A tax that takes a larger percentage of income from low-income earners
- c) A tax where everyone pays the same amount regardless of income
- d) A tax levied only on luxury goods

Correct Answer: b) A tax that takes a larger percentage of income from low-income earners

This question tests understanding of tax structures, requiring knowledge of the concept of regressivity.

Using Multiple Choice Questions to Enhance Learning in Public Finance

MCQs are not just assessment tools; they can also be powerful educational devices. Here's how they can be integrated into learning strategies:

- Self-Assessment: Students can use MCQs to identify areas of strength and weakness.
- Interactive Quizzes: Incorporating MCQs into online platforms encourages active engagement.
- Discussion Starters: Challenging questions can stimulate classroom debates and deeper analysis.
- Revision and Reinforcement: Repeated exposure to key concepts via MCQs helps internalize complex ideas.

When crafted carefully, MCQs promote not only rote memorization but also critical thinking and application skills essential in public finance.

Common Challenges and Misconceptions Addressed by MCQs

Public finance is riddled with nuanced concepts that often lead to misconceptions. Well-designed MCQs can help clarify these areas:

- Misconception: All taxes are inherently bad for economic growth.

MCQ Focus: Understanding the role of efficient taxation and revenue generation.

- Misconception: Budget deficits always lead to debt accumulation.

MCQ Focus: Differentiating between deficit financing and debt sustainability.

- Misconception: Public goods are always provided by the private sector.

MCQ Focus: Clarifying the nature of public goods and government intervention.

By confronting common pitfalls, MCQs serve as effective educational tools to reinforce accurate understanding.

Conclusion: The Significance of MCQs in Public Finance Education and Practice

Multiple choice questions on public finance are more than mere testing instruments; they are vital for fostering a comprehensive grasp of how governments influence economic outcomes. From evaluating foundational principles to understanding intricate fiscal policies, MCQs encompass the breadth and depth of public finance concepts.

For students, educators, and policymakers alike, mastering MCQs enhances analytical capabilities, sharpens decision-making skills, and deepens insight into fiscal mechanisms. When designed thoughtfully, these questions can bridge the gap between theoretical knowledge and real-world application, ultimately contributing to more informed economic policies and better public resource management.

As public finance continues to evolve amidst global challenges like economic inequality, climate change, and fiscal crises, the role of effective assessment tools like MCQs remains indispensable. They not only measure understanding but also inspire critical engagement with the fiscal policies shaping our societies.

QuestionAnswer What is the primary goal of public finance? The primary goal of public finance is to allocate resources efficiently, ensure fair distribution, and stabilize the economy through government taxation and expenditure policies. Which of the following best describes 'tax elasticity' in public finance? Tax elasticity measures the responsiveness of tax revenue to changes in the tax rate or the tax base. In public finance, what is 'fiscal policy' primarily used for? Fiscal policy is used to influence economic activity, stabilize the economy, and promote growth through government spending and taxation decisions. Which source of government revenue is considered the most stable over time? Income tax is generally considered the most stable source of government revenue due to its broad base and regular collection. What is the concept of 'public debt' in public finance? Public debt refers to the total amount of money that a government owes to creditors, which can be used to finance public projects and manage economic stability.

Related keywords: public finance, multiple choice quiz, government revenue, taxation, public expenditure, fiscal policy, budget deficit, public debt, government spending, financial management

MEANING NATURE AND SCOPE OF PUBLIC ADMINISTRATION

Meaning, Nature, and Scope of Public Administration

Public administration is a vital discipline that plays a crucial role in the functioning of governments and the delivery of public services. It serves as the backbone of the administrative machinery that implements policies, manages resources, and ensures the well-being of citizens. Understanding the **meaning, nature, and scope of public administration** is essential for comprehending how governments operate and how public policies translate into tangible benefits for society.

Introduction to Public Administration

Public administration encompasses the organized activities involved in implementing government policies and programs. It bridges the gap between political decisions and their execution, ensuring that public objectives are achieved efficiently and effectively. As a multidisciplinary field, public administration draws from political science, management, sociology, economics, and law to formulate systems that facilitate good governance.

Meaning of Public Administration

Definition and Perspectives

The term 'public administration' refers to the implementation of government policies and the management of public agencies. It is fundamentally concerned with the organization, direction, and control of government activities. Various scholars have offered definitions that highlight different facets of public administration:

- **Woodrow Wilson (1887):** "Public administration is detailed and systematic execution of public law." He emphasized the administrative aspect of government as distinct from politics.
- **Luther Gulick (1937):** "Public administration is the executive arm of government which translates policies into actions."
- **W. F. Willoughby (1927):** "Public administration is the art and science of management as applied to the administrative affairs of government."

Key Elements of Public Administration

Based on these definitions, the core elements of public administration include:

- Implementation of laws and policies
- Management of public resources and services
- Organization of government agencies
- Decision-making and policy formulation
- Accountability and transparency in governance

Nature of Public Administration

Characteristics of Public Administration

The nature of public administration is shaped by its distinct features, which set it apart from private management and other fields. The key characteristics include:

- **Public Service Orientation:** Its primary goal is to serve the public interest and promote welfare.
- **Political Neutrality:** Administrators are expected to implement policies without bias or partisan influence.
- **Legal Framework:** Public administration operates within a framework of laws, regulations, and procedures.
- **Accountability and Responsibility:** It is accountable to elected representatives and the public.
- **Complexity and Diversity:** It manages a wide range of services across different sectors, often involving complex organizational structures.

Distinctive Features of Public Administration

Compared to private management, public administration exhibits unique features such as:

- Focus on public interest rather than profit
- Decision-making influenced by political considerations
- Greater emphasis on accountability, transparency, and fairness
- Adherence to legal and constitutional boundaries

Evolution of the Nature of Public Administration

The nature of public administration has evolved over time, reflecting changes in governance, technology, and societal expectations. From the traditional 'Rule of Law' approach to the modern emphasis on Good Governance and New Public Management, its characteristics continue to adapt.

Scope of Public Administration

Areas Covered by Public Administration

The scope of public administration is broad and encompasses various functions and activities essential for effective governance. These include:

- **Administrative Functions:** Organization, staffing, budgeting, and management of public agencies.
- **Policy Formulation and Implementation:** Developing policies and ensuring their execution.
- **Financial Administration:** Budgeting, accounting, and financial management of public funds.
- **Personnel Administration:** Recruitment, training, and management of civil servants.
- **Development Administration:** Planning and executing development projects for economic and social progress.
- **Public Relations and Communication:** Maintaining transparency and engaging with citizens.

Scope in Different Contexts

The scope of public administration varies depending on the country, administrative system, and level of government (central, state, local). It also includes:

- **Urban and Rural Administration:** Managing city governance and rural development programs.
- **International Public Administration:** Managing international organizations, diplomacy, and

global issues.

- **Non-Governmental Public Administration:** Involvement of NGOs, private-public partnerships, and civil society organizations.

Modern Dimensions of Scope

In the contemporary context, the scope of public administration has expanded to include:

- Digital Governance and E-Governance
- Environmental Management and Sustainability
- Public Policy Analysis and Evaluation
- Social Justice and Inclusive Development
- Smart Cities and Urban Planning

Conclusion

The **meaning, nature, and scope of public administration** collectively form the foundation for understanding how governments serve the public. Its significance lies in efficient policy implementation, resource management, and promoting the overall development of society. As the world advances technologically and socially, the scope of public administration continues to broaden, encompassing new challenges and opportunities for effective governance. Recognizing its characteristics and areas of influence helps in fostering transparent, accountable, and responsive administrative systems that are vital for sustainable development and good governance.

Meaning, Nature, and Scope of Public Administration

Public administration is a vital discipline that plays a crucial role in shaping the functioning of government and society at large. It bridges the gap between political ideologies and practical governance, ensuring policies are implemented effectively and public interests are served efficiently. To fully appreciate its significance, it is essential to understand its meaning, core nature, and the expansive scope it encompasses.

Understanding the Meaning of Public Administration

Public administration can be understood through various perspectives, each highlighting different facets of the discipline. At its core, it is the art and science of managing public programs and implementing government policies.

Definitions and Interpretations

- Traditional View: Public administration is the implementation of government policies and the management of public agencies. It involves organizing, directing, and controlling government operations to serve the public interest.

- Modern View: It is the study and practice of how government policies are formulated and executed, emphasizing efficiency, accountability, and responsiveness to citizens' needs.

- Key Definitions:

- Woodrow Wilson (1887): "Public administration is detailed and systematic execution of public law."

- Luther Gulick (1937): "Public administration is the organization of men and machines so that the current needs of society may be satisfied with the least possible waste."

- Shafritz and Russell: "Public administration is the implementation of government policy, or, more broadly, the management of public affairs."

Core Elements in the Meaning of Public Administration

- Implementation of Policies: Turning legislative acts into actionable programs.

- Management of Public Resources: Ensuring efficient utilization of financial, human, and material resources.

- Service Delivery: Providing essential services such as health, education, transportation, and welfare.

- Accountability and Transparency: Ensuring government actions are open to scrutiny and responsible to the public.

- Legal Framework: Operating within the boundaries of laws, regulations, and ethical standards.

Nature of Public Administration

Understanding its nature helps delineate what public administration truly involves and how it differs from other disciplines like business management.

Characteristics of Public Administration

- Public Interest Focus: Unlike private management, public administration prioritizes serving the collective good.

- Political and Administrative Interface: It operates at the intersection of politics and administration, often influencing and being influenced by political processes.

- Legal and Ethical Constraints: It functions within a legal framework and adheres to ethical standards, ensuring fairness and justice.
- Decision-Making in Uncertainty: It often deals with complex, uncertain, and conflicting interests, requiring judicious decision-making.
- Accountability and Responsibility: Public administrators are accountable to elected representatives and the public.

Distinctive Features of Public Administration

- Non-Profit Orientation: The primary goal is service rather than profit.
- Bureaucratic Structure: It often involves hierarchical and procedural structures designed for stability and consistency.
- Public Service Motivation: Employees are motivated by a desire to serve society rather than personal gain.
- Complexity and Diversity: It handles diverse functions across various sectors such as health, defense, education, and welfare.

Differences from Private Management

Aspect	Public Administration	Private Management
Goal	Public service and social welfare	Profit maximization
Accountability	To the public, elected representatives	To shareholders and owners
Legal framework	Governed by laws, regulations	Governed by market forces and private laws
Resource focus	Public resources	Private capital

Scope of Public Administration

The scope of public administration is vast and multifaceted, reflecting the extensive role it plays in governance and society.

Functional Scope

- Policy Formulation and Planning

- Setting goals and objectives for government programs.
- Developing strategies for socio-economic development.

- Organizational Management

- Structuring government departments and agencies.
- Staffing, delegation, and coordination among various units.

- Financial Administration

- Budgeting, accounting, and financial control.
- Ensuring judicious use of public funds.

- Personnel Administration

- Recruitment, training, and development of civil servants.
- Maintaining discipline and motivation within public services.

- Public Relations and Communication

- Engaging with citizens and other stakeholders.
- Promoting transparency and accountability.

- Implementation of Laws and Policies

- Ensuring laws and policies are executed effectively at all levels.

- Development Administration

- Focusing on socio-economic development projects.
- Addressing issues of poverty, health, education, and infrastructure.

Institutional Scope

- Covering various government agencies, ministries, local bodies, and public enterprises.
- Overseeing institutions like police, judiciary, public health, and educational bodies.

Geographical and Demographic Scope

- Operating across different levels of government: central, state, regional, and local.
- Addressing the needs of diverse populations, including marginalized and vulnerable groups.

Contemporary Expansions in Scope

- Globalization: Managing transnational issues like climate change, international trade, and security.
- E-Governance: Incorporating digital technologies for better service delivery.
- Sustainable Development: Integrating environmental concerns into policy and administration.
- Public-Private Partnerships: Collaborating with private entities for infrastructure and service projects.
- Crisis Management: Handling emergencies like pandemics, natural disasters, and security threats.

Deep Dive into Key Aspects of Public Administration

Role of Public Administration in Governance

Public administration is integral to governance, facilitating the translation of policies into tangible services. It ensures that governments are accountable and responsive to the citizens' needs.

- Policy Implementation: Effective execution of policies determines their success or failure.
- Service Delivery: Public administration ensures the provision of essential services, improving quality of life.
- Regulation and Control: It enforces laws and regulations to maintain social order.
- Social Equity: Strives to reduce disparities and promote social justice through targeted programs.

Challenges and Emerging Trends

- Corruption and Bureaucratic Red Tape: Addressing inefficiencies and unethical practices.
- Technological Integration: Leveraging ICT to improve transparency, efficiency, and citizen participation.
- Decentralization: Empowering local bodies for better governance.
- Inclusiveness: Ensuring marginalized groups are represented and served.
- Environmental Sustainability: Incorporating ecological considerations into policy-making.

Public Administration and Political System

While closely linked with politics, public administration maintains an apolitical stance in its operational functions. It provides continuity and stability, even as political leadership changes.

- Policy vs. Implementation: Politics formulates policies; administration implements them.
- Neutrality: Civil servants operate without political bias.
- Accountability Mechanisms: Administrative decisions are subject to legal and procedural checks.

Relevance of Public Administration in Contemporary Society

In a rapidly changing world, public administration remains crucial for:

- Managing complex socio-economic challenges.
- Promoting sustainable development.
- Facilitating democratic participation.
- Ensuring effective disaster and emergency management.
- Enhancing transparency and combating corruption.

Conclusion

Public administration is a dynamic, multifaceted discipline essential for the smooth functioning of modern governments. Its meaning encapsulates the implementation of policies, management of public resources, and delivery of services, all aimed at serving the collective interest. Its nature reflects its unique characteristics?public service orientation, legal and ethical constraints, and its interface with politics?distinguishing it from private management.

The scope of public administration is extensive, covering policy formulation, organizational

management, financial oversight, personnel administration, and more. As society evolves, so does the field, embracing technological advancements, globalization, and the imperatives of sustainable development.

Understanding the depth and breadth of public administration is vital for anyone involved in governance, policy-making, or public service. It underscores the importance of integrity, efficiency, and responsiveness in managing the complex tapestry of societal needs. As challenges grow and societies become more interconnected, the role of public administration becomes even more critical in fostering equitable, transparent, and effective governance systems worldwide.

Question What is the meaning of public administration? Public administration refers to the implementation of government policies, management of public agencies, and the provision of public services to citizens. It involves organizing, directing, and controlling government operations to achieve societal goals. How is the scope of public administration defined? The scope of public administration includes policy formulation, decision-making, implementation of government programs, financial management, human resource management, and ensuring accountability in public service delivery. It covers all activities related to managing public affairs. What is the significance of understanding the nature of public administration? Understanding the nature of public administration helps in recognizing its role as a field that combines principles of management, politics, and law. It aids in improving efficiency, transparency, and responsiveness of government institutions. In what ways does public administration differ from private management? Public administration differs from private management primarily in its objectives? public administration aims to serve the public interest and ensure social equity, whereas private management focuses on profit maximization. Additionally, public administration is subject to greater accountability and transparency requirements. Why is the scope of public administration considered dynamic? The scope of public administration is considered dynamic because it evolves with societal changes, technological advancements, and shifting governance needs, expanding to include new areas such as e-governance, public policy analysis, and global cooperation. What are the main functions of public administration? The main functions of public administration include policy formulation, policy implementation, service delivery, regulation, and public resource management, all aimed at promoting the welfare of society and ensuring good governance.

Related keywords: public administration, public policy, government, administrative theory, public management, organizational structure, governance, public services, administrative law, bureaucratic processes

Read the full article online: [meaning nature and scope of public administration](#)