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## **Diploma in Nursing Administration (DNA)**

**Assignments  
TMA 1 and TMA 2  
BNS 011, 012, 013, 014  
2025**

***School of Health Sciences*  
Indira Gandhi National Open University  
Maidan Garhi, New Delhi - 110068**

Dear Student,

Assignments are compulsory for completing the theory course. Please note that you are required to score 50% marks in the each assignments separately. The assignments carry a weightage of 30% marks towards the final evaluation in theory component and **submission of related assignment is a prerequisite** for appearing in theory term-end examination for respective course. The subject area of assignment and its last date of submission are mentioned below:

Last Date of Submission	Course Code	Blocks Involved	Assignment Code
31 August, 2025	BNS-011	1, 2	BNS-011/TMA-1
	BNS-012	1, 2	BNS-012/TMA-1
	BNS-013	1, 2	BNS-013/TMA-1
	BNS-014	1, 2	BNS-014/TMA-1
30 September, 2025	BNS-011	3, 4	BNS-011/TMA-2
	BNS-012	3, 4	BNS-012/TMA-2
	BNS-013	3, 4	BNS-013/TMA-2
	BNS-014	3, 4	BNS-014/TMA-2

Please take note of the following points before writing your assignment:

- Use only foolscap size paper for writing your responses. **Only hand written assignment** will be accepted. Typed or printed copies of assignment will not be accepted.
- Tie all the pages after numbering them carefully.
- Write the question number with each answer.
- **All the questions are compulsory.**
- Assignment will be evaluated out of 100 marks. Weightage is indicated in against each question.

#### **Suggestions for writing an assignment:**

Read the assignment carefully. Scan through the whole material of the course, answers may be linked within the blocks/units and some questions are applied type based on your theory blocks. Draw a rough outline of your answer in your words. Support your answer with examples from your clinical / community experience. Make a logical order. Then write your answer neatly and submit. Give illustrations and tables wherever necessary. Submit assignments as per instructions. **You may keep a Xerox copy of the answer sheets if submitted offline for future reference.** Do not from print material.

Answer TMA 1 and 2 of 4 courses in the separate sheets. On the first page of the assignment response sheet, write the course code, course title, assignment code, name of your Programme Study Centre (PSC) and date of submission. Your Enrollment no, Name and Full Address should be mentioned in the top right corner of the first page. The first page of your response sheet looks like the format given below:

Course Code:..... Course ..... Assignment Code:..... PSC: ..... Date                      of                      Submission: .....	Title: ..... Enrollment ..... Name: ..... Address: ..... .....
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**Please submit the assignment to your Programme In-charge of the Programme Study Centre allotted to you.**

**MANAGEMENT OF EDUCATIONAL INSTITUTE, HOSPITAL AND COMMUNITY  
(BNS 012)**

**ASSIGNMENT – TMA 1 Block- 1, 2**

**Programme Code: DNA**

**Course Code: BNS 012**

**Assignment Code: BNS 012/TMA/1/2025**

**Maximum Marks – 100**

**Last date of Submission: August 31, 2025**

**Note: Support all questions with example and copy of documents if mentioned from the hospital/institution.**

1. a) Review the norms for College or School of Nursing by Indian Nursing Council (INC) for infrastructure and teaching facilities and make a summary.  
b) From your experience compare the actual situation against the norms by INC and give your comments.  

**(10+10=20)**
2. Make a master rotation plan and internal rotation plan for students from college of nursing and critically analyse the posting of students for learning experience in various departments/units of hospital and community.  

**(15)**
3. a) Describe the meaning of supervision.  
b) List various tools and techniques used for supervision by a nurse manager.  
c) Select any one nursing procedure and prepare a supervision checklist.  

**(2+3+10=15)**
4. a) Describe the situations from hospital which create stress among staff nurses/nursing officers.  
b) Critically analyse the strategies adopted by nurse manager to reduce stress among staff nurses (Nursing Officers) in hospital.  

**(10+10=20)**
5. a) Explain the meaning of guidance and counselling.  
b) Describe need for guidance and counselling of nurses in hospital.  
c) Describe the areas or issues for which guidance and counselling sessions can be organized by nurse manager for nurses in hospital.  

**(2+2+3+8=15)**
6. a) Explain meaning of curriculum.  
b) List the factors influencing curriculum development.  
c) Describe the steps of curriculum construction.  

**(2+3+10=15)**

**MANAGEMENT OF EDUCATIONAL INSTITUTE, HOSPITAL AND COMMUNITY (BNS  
012)  
ASSIGNMENT – TMA 2 Block- 3, 4**

**Programme Code: DNA  
Course Code: BNS 012  
Assignment Code: BNS 012/TMA/2/2025  
Maximum Marks – 100  
Last date of Submission: September 30, 2025**

**Note: Support all questions with example and copy of documents if mentioned from the hospital/institution.**

1. a) Explain the meaning of nursing audit.  
b) List the advantages and disadvantages of nursing audit.  
c) Explain the procedure of nursing audit.  
**(2+3=3+7=15)**
  
2. a) Explain the importance of nursing research in providing quality care..  
b) Describe Quantitative and Qualitative Research with examples.  
**(5+5+5=15)**
  
3. a) Describe ethical considerations in nursing research..  
b) Describe the steps of nursing research process (select one problem statement and explain process).  
**(5+15=20)**
  
4. a) Explain meaning of evaluation.  
b) List various tools and techniques used for evaluation by nurse manager.  
c) Make a checklist for evaluation of work of health worker.  
**(2+3+10=15)**
  
5. Describe Ayushman Bharat Scheme (Health and Wellness Centre (HWC) – Arogya Mandir) concept and services provided by Sub-Centre HWC.  
**(20)**
  
6. Describe the Pradhan Mantri Jan Aarogya Yojana under Ayushman Bharat Scheme – Check website (<https://www.pmjay.gov.in/>)  
**(15)**