



Section 1 Guided Reading and Review

The Federal Bureaucracy

A. As You Read

Fill in the outline below by answering the questions in the spaces provided.

What Is a Bureaucracy?

1. Name the three main characteristics of a bureaucracy and explain why each is important.

- a. _____
 b. _____
 c. _____

Major Elements of the Federal Bureaucracy

2. How does the Constitution make reference to a federal bureaucracy? _____

3. Which two departments does the Constitution anticipate?

- a. _____ b. _____

The Name Game

Define the following titles of executive branch units and give one example of each unit. You may use section content and the chart on page 417.

4. department _____
 5. agency _____
 6. administration _____
 7. commission _____
 8. corporation/authority _____

Staff and Line Agencies

Define the following terms and give an example of each.

9. staff agency _____
 10. line agency _____

B. Reviewing Key Terms

On a separate sheet of paper, use each key term in a sentence that shows the meaning of the term.

11. bureaucrat 12. administration

Federal Bureaucracy Guided Reading 15 1

William A. McClenaghan



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