

# DEGLOOR COLLEGE, DEGLOOR

## Department of PUBLIC ADMINISTRATION

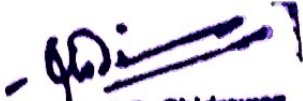
### **M.A. I Year (Sem. I) PUBLIC ADMINISTRATION**

#### **Teaching Plan For 2016-2017**

Paper Name:- Research Methodology in Public Administration Paper No. – III

Chapter No.	Units of Syllabus	Expected Periods	Expected Duration	
			From	To
1.	<b>Scientific Method &amp; Research-</b> A) Meaning & characteristics of scientific method, B) Steps of scientific research.	08	05 July 2016	31 July 2016
2.	<b>Social Research-</b> A) Meaning, Nature, Scope, B) Characteristics & objectives. C) Importance & utility.	10	01 August 2016	31 August 2016
3.	<b>Problem of Objectivity in Social Research –</b> A) Meaning, Definition, importance & Need. B) Difficulties in achieving objectivity. C) Means for achieving objectivity	10	02 Sept. 2016	30 Sept. 2016
4.	<b>Formulation of problem in social research –</b> A) Meaning and factors in formulation of problems, B) process of problem formulation. C) Essential conditions to formulation of significant research problems.	10	03 Oct. 2016	20 Oct. 2016
5.	<b>Hypothesis –</b> A) Meaning, Definition, B) Characteristics, types & sources C) Characteristics of good and usable Hypothesis, D) Difficulties in formulation of Hypothesis	10	22 Oct. 2016	10 Dec. 2016

  
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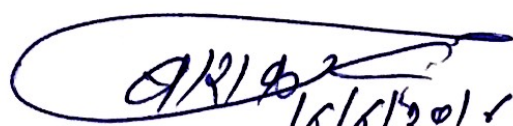
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**M.A. I Year (Sem. II)**

**SUBJECT : PUBLIC ADMINISTRATION**

**Paper Name:- Research Techniques in Public Administration – VII**

Chapter No.	Units of Syllabus	Expected Periods	Expected Duration	
			From	To
1.	<b>Research Design:</b> Meaning, Objectives and types, Essential factors in research design	10	25 Nov. 2016	10 Dec. 2016
2.	<b>Sampling :</b> Meaning, characteristics, types and advantages of sampling	10	11 Dec. 2016	31 Dec. 2016
3.	<b>Data collection :</b> Meaning, importance, sources and techniques, case study method, it's role and significance in public-administration	10	01 Jan. 2017	20 Jan.2017
4.	<b>Data processing :</b> Classification, tabulation, conclusion, use of computer software and Internet, statistical analysis packages (SPSS), spreadsheets, database management systems	10	21 Jan. 2017	08 Feb. 2017
5.	<b>Report writing :</b> Meaning and significance in research	10	09 Feb.2017	20 Feb. 2017

  
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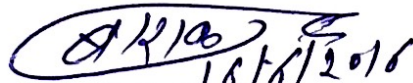
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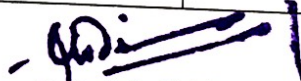
**M.A. II Year (Sem. III)**

**SUBJECT : PUBLIC ADMINISTRATION**

Paper Name:- International Administration Paper No. – XI

Chapter No.	Units of Syllabus	Expected Periods	Expected Duration	
			From	To
1.	International Administration – Meaning, Nature, Scope and Significance	08	05 July 2016	31 July 2016
2.	United Nations Organization – Formation, Structure and Objectives.	10	01 August 2016	31 August 2016
3.	UNO Secretary General – Structure, Powers and Functions	10	02 Sept. 2016	30 Sept. 2016
4.	International Civil Services – Meaning, Features and Problems	10	03 Oct. 2016	20 Oct. 2016
5.	Specialized Agencies of International Administration a) UNESCO b) UNICEF c) IMF d) ICJ e) WHO	10	22 Oct. 2016	10 Dec. 2016

  
18/8/2016  
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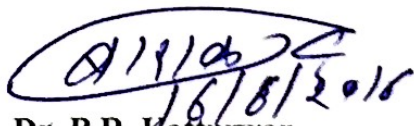
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**M.A. II Year (Sem. IV )**

**SUBJECT : PUBLIC ADMINISTRATION**

**Paper Name:- – Principal of Management -XVI**

Chapter No.	Units of Syllabus	Expected Periods	Expected Duration	
			From	To
1.	<b>Definitions, Nature, Scope and Importance of Management</b> Difference between Management and Admin.	10	23 Nov. 2016	08 Dec. 2016
2.	<b>Planning</b> Meaning, Objectives & Types of Planning	10	09 Dec. 2016	31 Dec. 2016
3.	<b>Organization</b> Meaning, Types, Line and Staff Agencies	10	01 Jan. 2017	25 Jan.2017
4.	<b>Staffing</b> Meaning and Importance, Determining the needs of Staff, Recruitment and Selection, Training.	10	26 Jan. 2017	12 Feb.2017
5.	<b>Public Relations</b> Meaning, Importance and Techniques of Public Relations	10	13 Feb.2017	2 March 2017

  
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