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**CBCS CURRICULUM OF**  
**M.A. PUBLIC ADMINISTRATION PROGRAMME**  
**SUBJECT CODE = PAD**

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FOR POST GRADUATE COURSES UNDER RANCHI UNIVERSITY



Implemented from  
Academic Session 2018-2020



**Members of Board of Studies for CBCS Post Graduate Syllabus  
in Public Administration (Self Financing Course) under  
University Department of Political Science as per Guidelines  
of the  
Ranchi University, Ranchi**

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**COURSE STRUCTURE FOR M.A. PUBLIC ADMINISTRATION PROGRAMME**


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**Table AI-1: Distribution of 80 Credits** [\*wherever there is a practical there will be no tutorial and vice –versa.]

Course	Papers	Credits (Sc) Theory + Practical	Credits (Arts/Comm) Theory + Tutorial
<b>I. Foundation Course (FC)</b>			
1. Foundation Course Compulsory Foundation/ Elective Foundation	(FC) 1 Paper	1X5=5	1X5=5
<b>II. Core Course (CC)</b>			
Theory	(CC 1 to 10/11) 7 Papers/11 Papers	7X5=35	11X5=55
Practical/ Tutorial*	3 Papers/-----	3X5=15	
Project	1 Paper	1X5=5	1X5=5
<b>III. Elective Course (EC)</b>			
A. Ability Enhancement Course of the Core Course opted	(AE/EC 1) 1 Paper	1X5=5	1X5=5
B. Discipline Centric Elective Theory + Practical	(DC/EC 2&3) 2 Papers 1 Paper	2X5=10 1x5=5	
OR Theory/Practical/Tutorial*	1Paper + 1 Practical/Dissertation		2X5=10
<b>OR Generic Elective/ Interdisciplinary (GE/EC 2&amp;3)</b>			
Theory OR	2 Papers		
Theory/Practical/Tutorial*	1 Paper + 1 Practical/Dissertation		
<b>Total Credit = 80</b>			<b>= 80</b>

**Table AI-1.1: Course structure for M.A. Public Administration Programme**

Semester	Subject (Core Courses) 12 Papers	Allied (Elective Courses) 3 Papers	Foundation Course (Compulsory Course) 1 Paper	Total Credits
Sem-I	C-1, C-2, C-3 (5+5+5=15 Credits)		Foundation Course FC (05 Credits)	<b>20 Credits</b>
Sem-II	C-4, C-5, C-6, C-7 (5+5+5+5=20 Credits)			<b>20 Credits</b>
Sem-III	C-8, C-9, C-10 (5+5+5=15 Credits)	EC1 (05 Credits)		<b>20 Credits</b>
Sem-IV	C-11, (05 Credits) C-12 (Project) (05 Credits)	EC2, EC3 (5+5=10 Credits)		<b>20 Credits</b>

**Total = 80 Credits**

**COURSES OF STUDY FOR POSTGRADUATE M.A. PUBLIC ADMINISTRATION  
PROGRAMME**

**Table AI-2 Subject Combinations allowed for M. A. Programme (80 Credits)**

Foundation Course <b>FC</b> <b>1 Paper</b>	Core Subject <b>CC</b> <b>12 Papers</b>	Ability Enhancement Course <b>AE</b> <b>1 Paper</b>	Discipline Centric Elective/ Generic Elective Course <b>DC/ GE</b> <b>2 Papers</b>
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**Table AI-2.1 Semester wise Examination Structure for Mid Sem & End Sem Examinations:**

Sem	Paper	Paper Code	Core, SE/GE/DC & Compulsory FC Courses		Examination Structure		
			Credits	Name of Paper	Mid Semester Evaluation (F.M.)	End Semester Evaluation (F.M.)	End Semester Practical/ Viva (F.M.)
<b>I</b>	Foundation Course	FCPAD101	5	Constitutional Frame Work	30	70	----
	Core Course	CCPAD102	5	Basic Public Administration	30	70	----
	Core Course	CCPAD103	5	Administrative Thought	30	70	----
	Core Course	CCPAD104	5	Planning and Development Administration	30	70	----
<b>II</b>	Core Course	CCPAD201	5	Public Relation, Management and Administration	30	70	----
	Core Course	CCPAD202	5	Public Policy Analysis	30	70	----
	Core Course	CCPAD203	5	Comparative Public Administration	30	70	----
	Core Course	CCPAD204	5	Human Resource Development and Management	30	70	----
<b>III</b>	Ability Enhancement Course	ECPAD301	5	Central Administration in India	30	70	----
	Core Course	CCPAD302	5	Research Methodology	30	70	----
	Core Course	CCPAD303	5	International Administration	30	70	----
	Core Course	CCPAD304	5	Disaster Management	30	70	----
<b>IV</b>	Elective	ECPAD401	5	E-Governance	30	70	----
	Elective	ECPAD402	5	Financial Administration	30	70	----
	Core Course	CCPAD403	5	State and Local Administration in India	30	70	----
	PROJECT/ Dissertation	PRPAD404	5	Dissertation Field Based Project (Project)	----	----	70 + 30

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**SEMESTER I**


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**4 Papers****Total 100 x 4 = 400 Marks****I. COMPULSORY FOUNDATION COURSE****[FCPAD101]:**

(Credits: Theory-05)

**Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100****Pass Marks (MSE:17 + ESE:28)=45*****Instruction to Question Setter:******Mid Semester Examination (MSE):***

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

***End Semester Examination (ESE):***

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks).

**CONSTITUTIONAL FRAME WORK****Theory: 60 Lectures; Tutorial: 15 Hrs**

- UNIT I** Basic Features of Indian Constitution.
- UNIT II** Nature of Indian Federalism.
- UNIT III** Fundamental Rights and Directive Principles of State Policy.
- UNIT IV** Right to Information Act 2005: Provisions and Process.
- UNIT V** Environmental Issues: Pollution – Types and Causes. National Human Rights Commission: Composition and Functions, National Commission of Women.

**Essential Readings**

- |   |   |                   |
|---|---|-------------------|
| <input type="checkbox"/> Indian Constitution                | – | D.D. Basu         |
| <input type="checkbox"/> Constitutional Government in India | – | M.V. Pylee        |
| <input type="checkbox"/> An outline of Indian Constitution  | – | Subhas C. Kashyap |
| <input type="checkbox"/> भारतीय संविधान                     | – | बी.एल. फाडिया     |
| <input type="checkbox"/> भारत का संविधान                    | – | एस.एन. सदूद       |
-

## II. CORE COURSE [CCPAD102]: (Credits: Theory-04, Tutorial-01)

**Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100 Pass Marks (MSE:17 + ESE:28)=45**

### ***Instruction to Question Setter:***

#### ***Mid Semester Examination (MSE):***

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

#### ***End Semester Examination (ESE):***

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks).

## **BASIC PUBLIC ADMINISTRATION**

**Theory: 60 Lectures; Tutorial: 15 Hrs**

- UNIT I** Public Administration: Meaning, Nature, Scope and Significance.
- UNIT II** Evolution of Public Administration as a Discipline and its Present Status, Paradigms, Views of Nicholas Henry.
- UNIT III** New Public Administration : Goals, Features, Evolution and New Public Management Perspective.
- UNIT IV** Principles of Organization: Hierarchy, Span of Control, Coordination.
- UNIT V** Structure of Organization: Chief Executive – Types, Functions and Role, Line and Staff Agencies, Independent Regulatory Commission and Public Corporation.

### **Essential Readings**

- |                          |                                     |   |                      |
|--------------------------|-------------------------------------|---|----------------------|
| <input type="checkbox"/> | Principles of Public Administration | - | Koontz and Q'donell. |
| <input type="checkbox"/> | Public Administration               | - | Nicholas Henry.      |
| <input type="checkbox"/> | लोक प्रशासन                         | - | एम.पी.शर्मा          |
| <input type="checkbox"/> | लोक प्रशासन                         | - | अवस्थी, माहेश्वरी    |
| <input type="checkbox"/> | लोक प्रशासन                         | - | इन्द्रजीत कौर        |
| <input type="checkbox"/> | लोक प्रशासन                         | - | बी.एल.फाडिया         |

**III. CORE COURSE [CCPAD103]:**

(Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE:17 + ESE:28)=45
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**Instruction to Question Setter:****Mid Semester Examination (MSE):**

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

**End Semester Examination (ESE):**

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks).

**ADMINISTRATIVE THOUGHT****Theory: 60 Lectures; Tutorial: 15 Hrs**

- UNIT I** Frederick Winslow Taylor and Scientific Management School.  
**UNIT II** Henry Fayol, Gulick & Urwick – Classical Approach.  
**UNIT III** Max Weber – Bureaucratic theory.  
**UNIT IV** Elton Mayo – Human Relation Approach and Decision Making theory of Herbert Simon.  
**UNIT V** Modern Approaches – Ecological Theory of F.W Riggs and System Approach of Chester I. Barnard.

**Essential Readings**

- |  |   |                                   |
|--|---|-----------------------------------|
| <input type="checkbox"/> Administrative Thinkers               | – | Prasad & Prasad                   |
| <input type="checkbox"/> Administrative Thinkers               | – | R.C. Gupta                        |
| <input type="checkbox"/> New Horizons of Public Administrative | – | Mohit Battacharya                 |
| <input type="checkbox"/> प्राचीन एवं आधुनिक चिंतक              | – | डॉ उमेश कुमार एवं संजय कुमार सिंह |
| <input type="checkbox"/> प्रशासनिक चिंतक                       | – | प्रसाद, प्रसाद सत्यनारायण         |
-

#### IV. CORE COURSE [CCPAD104]: (Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100 Pass Marks (MSE:17 + ESE:28)=45

##### *Instruction to Question Setter:*

##### Mid Semester Examination (MSE):

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

##### End Semester Examination (ESE):

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks ).

## PLANNING AND DEVELOPMENT ADMINISTRATION

Theory: 60 Lectures; Tutorial: 15 Hrs

- UNIT I** Development Administration: Concept, Objective and Features,  
Traditional Administration vs. Development Administration.
- UNIT II** Public Administration as Instrument of Development.
- UNIT III** Development Planning Process : Formulation, Implementation and  
Evaluation of Planning, Problems of Implementation of Plans.
- UNIT IV** Role of Bureaucracy vis-a-vis Development (Policy making and Implementation)
- UNIT V** New Trends in People's Self Development and Empowerment  
(with reference to SC/ST, Women and Minorities)

### Essential Readings

- |   |   |                          |
|---|---|--------------------------|
| <input type="checkbox"/> An Ecology of Administration | - | Fred W. Riggs.           |
| <input type="checkbox"/> Public Administration        | - | Mohit Bhattacharya       |
| <input type="checkbox"/> विकास प्रशासन                | - | उ.अवस्थी, प्रीता जोशी    |
| <input type="checkbox"/> भारत में विकास प्रशासन       | - | सविन्दर सिंह             |
| <input type="checkbox"/> ग्रामीण विकास                | - | कटार सिंह, अनिल सिशोदिया |
| <input type="checkbox"/> वित्त प्रशासन                | - | डॉ. पदमनाम गौतम          |

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**SEMESTER II**
**4 Papers**


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**Total 100 x 4 = 400 Marks**
**I. CORE COURSE [CCPAD201]:**

(Credits: Theory-05)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE:17 + ESE:28)=45
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***Instruction to Question Setter:******Mid Semester Examination (MSE):***

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

***End Semester Examination (ESE):***

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks).

**PUBLIC RELATION, MANAGEMENT AND ADMINISTRATION****Theory: 60 Lectures; Tutorial: 15 Hrs**

- Unit I** Administration and Management: Meaning, Nature, Scope and Importance.  
Difference between Management and Administration, Evolution, Principles and Theories of Management.
- Unit II** Management Information System: Meaning, Characteristics, Techniques and Importance in Management.
- Unit III** Techniques of Improvement (Administration and Managements):  
Organization and Methods, Work Study and Work Management.  
Modern forms of Communication: Fax, E-mail and Video Conferencing.
- Unit IV** Entrepreneurship: Definition, Characteristics and Importance,  
Type and Functions of an Entrepreneur.
- Unit V** Communication skills, Capacity to influence, Leadership capacity:  
Its Development and Results.
- Unit VI** Cooperative society: Concept, types, functions and significance

**Essential Readings**

- The Process of Management, Rakesh Gupta, V.K. Publishing House, New Delhi.
- Kast and Resenzweig Organization and Management a system is approach, McGraw Hill Ltd. Delhi
- New Patterns of Management Likert. K., New York, Mc. Graw Hill
- Arthik Niti evam Prashasn, Surendra Kataria

**II. CORE COURSE [CCPAD202]:**

(Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE:17 + ESE:28)=45
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**Instruction to Question Setter:****Mid Semester Examination (MSE):**

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

**End Semester Examination (ESE):**

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks).

**PUBLIC POLICY ANALYSIS****Theory: 60 Lectures; Tutorial: 15 Hrs**

- UNIT I** Public Policy :Meaning, Nature and Importance.
- UNIT II** Policy Analysis: Meaning, Types and Models.  
Policy Evaluation: Meaning, Criteria and Problems.
- UNIT III** Policy Making: Factors guiding policy formulation institutions  
(Institution which help on policy formulation).
- UNIT IV** Public Policy formulation in Developed and developing countries  
- Views of Yarkhel Dror.
- UNIT V** Policy Implementation – Process and Problems.

**Essential Readings**

- |   |   |                                       |
|---|---|---------------------------------------|
| <input type="checkbox"/> IGNOU, M.A. Books                | - | Public Administration.                |
| <input type="checkbox"/> Public Policy Analysis           | - | Yarkhel Dror                          |
| <input type="checkbox"/> लोक नीति                         | - | आर के शप्रु, जवाहर पब्लिकेशन, दिल्ली। |
| <input type="checkbox"/> प्रशासन एवं लोक नीति             | - | मनोज सिन्हा, ओरियन्ट ब्लैक श्वान      |
| <input type="checkbox"/> लोक नीति व विश्लेषण की प्रक्रिया | - | डॉ. मनीष कुमार,                       |

**III. CORE COURSE [CCPAD203]:**

(Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100 Pass Marks (MSE:17 + ESE:28)=45

**Instruction to Question Setter:****Mid Semester Examination (MSE):**

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

**End Semester Examination (ESE):**

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks).

**COMPARATIVE PUBLIC ADMINISTRATION****Theory: 60 Lectures; Tutorial: 15 Hrs**

- UNIT I** Comparative Public Administration: Meaning, Nature, Scope and Significance.
- UNIT II** Salient features of Administration in Developed and Developing Countries.  
Chief Executive of UK, USA, France and Japan: Power and functions.
- UNIT III** Local Government of UK, USA France and Japan: Structure & Function.
- UNIT IV** Machinery for Redressal of citizen's grievances in India – Lokpal & Lokayakta,  
Machinery for Redressal of citizen's grievances in Great Britain and USA
- UNIT V** Approaches – Structural Functional Approach, Behavioral approach,  
Marxist and Liberal Approach.

**Essential Readings**

- |                          |                            |   |                        |
|--------------------------|----------------------------|---|------------------------|
| <input type="checkbox"/> | Comparative Administration | - | V.K. Chaturvedi.       |
| <input type="checkbox"/> | Comparative Administration | - | S.R. Maheshwari        |
| <input type="checkbox"/> | तुलनात्मक लोक प्रशासन      | - | त्रिलोकी नाथ चतुर्वेदी |
| <input type="checkbox"/> | तुलनात्मक लोक प्रशासन      | - | प्रभुदत्त शर्मा        |

**IV. CORE COURSE [CCPAD204]:**

(Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100 Pass Marks (MSE:17 + ESE:28)=45

**Instruction to Question Setter:****Mid Semester Examination (MSE):**

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

**End Semester Examination (ESE):**

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd, 5 marks ).

**HUMAN RESOURCE DEVELOPMENT AND MANAGEMENT****Theory: 60 Lectures; Tutorial:15 Hrs**

- UNIT I** Human Resource Development: Meaning, Nature, Scope, Objective and Significance
- UNIT II** Public Personnel Management: Recruitment, Training and Promotion, Performance Evaluation.
- UNIT III** Civil Service Classification: Rank Classification, Position Classification.
- UNIT IV** Employer – Employee Relations: Pay and Service Condition, Code of Conduct, Whitleyism in India.
- UNIT V** Participative Management: Rensis Likert, Chris Argysis, Emerging challenges in Human Resources Development.

**Essential Readings**

- |                          |                                       |   |                     |
|--------------------------|---------------------------------------|---|---------------------|
| <input type="checkbox"/> | New Horizons of Public Administration | - | Mohit Bhattacharya. |
| <input type="checkbox"/> | Public Administration                 | - | Rumki Basu          |
| <input type="checkbox"/> | लोक प्रशासन                           | - | अवस्थी एवं अवस्थी   |
| <input type="checkbox"/> | लोक प्रशासन                           | - | बी.एल.फाडिया        |
| <input type="checkbox"/> | लोक प्रशासन के सिद्धान्त              | - | सी.पी.भाम्मरी       |

**SEMESTER III****5 Papers****Total 100 x 5 = 500 Marks****I. ABILITY ENHANCEMENT COURSE****[ECPAD301]:**

(Credits: Theory-04, Tutorial-01)

**Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100****Pass Marks (MSE:17 + ESE:28)=45*****Instruction to Question Setter:******Mid Semester Examination (MSE):***

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

***End Semester Examination (ESE):***

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks).

**CENTRAL ADMINISTRATION IN INDIA****Theory: 60 Lectures; Tutorial: 15 Hrs**

- UNIT I** Evaluation of Indian Administration: Ancient, Medieval and British Administration.
- UNIT II** Union Administration: Powers, Position and Role of President, Prime Minister, Union Council of Ministers, Prime Minister's Office (P.M.O.), Cabinet Secretariat, Central Secretariat: Composition and Function.  
Organization and Functions of Union Home Ministry.
- UNIT III** Administrative Reforms in India since Independence.  
Administrative Reform Commission of India (First), Veerappa Moily Commission.
- UNIT IV** Union Public Service Commission (UPSC): Composition and Functions.
- UNIT V** Generalist vs. Specialist Controversy.

**Essential Readings**

- |  |   |                        |
|--|---|------------------------|
| <input type="checkbox"/> Indian Administration | - | S.R. Maheshwari.       |
| <input type="checkbox"/> Indian Administration | - | Ramesh Arora           |
| <input type="checkbox"/> भारतीय प्रशासन        | - | प्रो. मधूसुदन त्रिपाठी |
| <input type="checkbox"/> भारत में लोक प्रशासन  | - | अवस्थी-अवस्थी          |

**II. CORE COURSE [CCPAD302]:**

(Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE:17 + ESE:28)=45
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**Instruction to Question Setter:****Mid Semester Examination (MSE):**

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

**End Semester Examination (ESE):**

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks).

**RESEARCH METHODOLOGY****Theory: 60 Lectures; Tutorial: 15 Hrs**

- UNIT I** Meaning and Types of Research
- UNIT II** Research Methods in Social Sciences
- UNIT III** Identification of Problem,  
Research Design: Case Studies, Observation, Surveys and Experiments
- UNIT IV** Hypothesis: Nature, types, Role and Validity,  
Sampling: Various Sampling Procedures
- UNIT V** Methods of Data Collection – Primary & Secondary data,  
Techniques of Data Collection- interview, observation, questionnaire & schedule.

**Essential Readings**

- |  |                        |
|--|------------------------|
| <input type="checkbox"/> Social Research                     | – G.S. Sharma          |
| <input type="checkbox"/> Research Attempts in Social Science | – V.K. Nanda           |
| <input type="checkbox"/> सामाजिक अनुसंधान तथा सर्वेक्षण      | – रविन्द्र नाथ मुखर्जी |
| <input type="checkbox"/> सामाजिक अनुसंधान की पद्धतियां       | – बी.एस.फाडिया         |

**III. CORE COURSE [CCPAD303]:**

(Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE:17 + ESE:28)=45
---	---------------------------------

**Instruction to Question Setter:****Mid Semester Examination (MSE):**

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

**End Semester Examination (ESE):**

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd, 5 marks ).

**INTERNATIONAL ADMINISTRATION****Theory: 60 Lectures; Tutorial:15 Hrs**

- UNIT I** Historical Background of formation of International Organization.
- UNIT II** League of Nation : Organization, Structure and Function.
- UNIT III** UNO : Origin and Evolution,  
Chief Organs- General Assembly, Security Council and Secretariat.
- UNIT IV** Secretary General – Power and Functions and  
Pacific Settlement of International Disputes in UN.
- UNIT V** Major Specialized Agencies of UNO : IMF, WHO, UNESCO  
- Organization and function.

**Essential Readings**

- |  |                    |
|--|--------------------|
| <input type="checkbox"/> International Organization                          | – B.M. Mehrish     |
| <input type="checkbox"/> International Organization                          | – Yogendra Yadav   |
| <input type="checkbox"/> संयुक्त राष्ट्र संघ – सैद्धांतिक एवं व्यवहारिक पक्ष | – डॉ. नीना शिरीष   |
| <input type="checkbox"/> अन्तर्राष्ट्रीय संगठन                               | – डॉ. बी. एन. सिंह |

**IV. CORE COURSE [CCPAD304]:**

(Credits: Theory-04, Tutorial-01)

**Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100****Pass Marks (MSE:17 + ESE:28)=45****Instruction to Question Setter:****Mid Semester Examination (MSE):**

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

**End Semester Examination (ESE):**

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd, 5 marks ).

**DISASTER MANAGEMENT****Theory: 60 Lectures; Tutorial:15 Hrs**

- Unit I** Natural Disasters: Meaning and Nature,  
Effect of Disaster, Floods, Drought, Cyclone and Earthquakes.
- Unit II** Disaster Recovery: Search Response and Evolution, Temporary Salter,  
Warehousing and Store Pilling, Distribution of Relief Material, Damage Assessment.  
Disaster recovery: Rehabilitation and Reconstruction, Disorder and Development.
- Unit III** Skill and Technique: First response Disaster Manager,  
Strategies for Effective Disaster Management.
- Unit IV** Role of Non-Governmental Agencies/ Organization in Disaster Management.
- Unit V** Disaster Management: International, National, State and Local Assistance.  
Recent Disasters and attempts at its mitigation.

**Essential Readings**

- |  |   |                                 |
|--|---|---------------------------------|
| <input type="checkbox"/> Disaster Management | - | Willian Hayek                   |
| <input type="checkbox"/> IGNOU books (M.A.)  |   |                                 |
| <input type="checkbox"/> आपदा प्रबंधन        | - | शिव गोपाल मिश्र, प्रभात प्रकाशन |
| <input type="checkbox"/> आपदा प्रबंधन        | - | डॉ. निशांत सिंह                 |
| <input type="checkbox"/> आपदा विश्लेषण       | - | डॉ. वीरेन्द्र सिंह यादव         |

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**SEMESTER IV**


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**5 Papers****Total 100 x 5 = 500 Marks****I. GENERIC/ DISCIPLINE CENTRIC ELECTIVE [ECPAD401]:**

(Credits: Theory-04, Tutorial-01)

<b>Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100</b>	<b>Pass Marks (MSE:17 + ESE:28)=45</b>
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**Instruction to Question Setter:**Mid Semester Examination (MSE):

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

End Semester Examination (ESE):

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd, 5 marks ).

**E-GOVERNANCE****Theory: 60 Lectures; Tutorial:15 Hrs**

**UNIT – I E-Governance :** Concept, Objective, Importance & Functions, Interactions with Government to Government, Government to Citizens & Government to Business, Models of E-Governance

- Smart Governance : Simple Moral Accountable, responsive and Transparent

**Unit- II Digital India :** Aims objective and functions.

- The national E-Governance Programme (NeGP)
- Information Technology Act 2000- Aims & Objectives, Explanations.
- Modification of IT Act – 2000 till 2009.
- Traditional Administration vs Electronic Administration.
- Information communication technology (ICT) : Basic Component viz-Hardwar, Software Satellites, Tools & Techniques.
- Role of National Informatics centre (NIC) : Objective Functions in E-governance
- Networking : Functions, Types – Local Area Network (LAN) State wide area network (SWAN), National Wide Area Network ( NICNET)

**Unit-III Process of Implementation of E-Governance (STEPS) :** Planning, Infrastructure Development, Men power, Training & Development execution and its evolution, Developing Organization, Culture towards E-Governance

E-Governance & its Interventions: - Nation level to Panchayat level

- Education and skill development
- Rural development, agriculture
- Health
- Finance and treasury
- Business and commerce
- E-Panchyat

**Unit-IV** Best E-Governance project in India :-

- Centre for Railway information system, (CRIS)
- Saukaryam, Viskhapatnam, Municipal Corporation, E-Governance
- Stamps and Registration, Automation with technology and information (SARTHI) Rajasthan
- Computerizations of land record (Bhumi) in Karnataka
- Treasury Accounting and Management system of Government of Bihar (e-Khazana)
- "Gyandoot" Project in Dhar-district of Madhya Pradesh
- Other case studies

**Unit-IV** E-governance and its role in RTI (Right to Information)

- E-Governance and its role in Citizen's charter
- Public Private Partnership (PPP) and its applications in citizen service delivery system: A Case Study of Pragya Kendra in Jharkhand.
- Aadhar

### Essential Readings

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Unlocking E-Government Potential      | - | Subhash Bhatnagar, Sage publication.        |
| <input type="checkbox"/> Compendium of E-Governance            | - | Piush Gupta, R.K. Bagga University, Press   |
| <input type="checkbox"/> Good Governance and Development       | - | S.Kalia, New Century Publication, new Delhi |
| <input type="checkbox"/> E-Governance : Concept and case study | - | S.R. Prabhe, P.H.I., Publication, New Delhi |
-

**II. GENERIC/ DISCIPLINE CENTRIC ELECTIVE [ECPAD402]:**

(Credits: Theory-04, Tutorial-01)

<b>Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100</b>	<b>Pass Marks (MSE:17 + ESE:28)=45</b>
--	--

**Instruction to Question Setter:****Mid Semester Examination (MSE):**

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

**End Semester Examination (ESE):**

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks).

**FINANCIAL ADMINISTRATION****Theory: 60 Lectures; Tutorial: 15 Hrs**

- Unit I** Meaning, Nature and Significance of Economic Development.
- Unit II** Budget: Concept, features, types, principles of sound budget, Performance budget and Zero Based Budget.
- Unit III** Budget Process in India: Formulation, Enactment and Execution, Role of Finance Ministry.
- Unit IV** Control of Budget: Audit and Accounts, Office of Auditor and Comptroller General of India, Principle of Sound Accounting. Parliamentary Control over Budget: Public Account Committee and Estimate Committee, Finance Ministry: Organization and Function.
- Unit V** Financial Relations between Centre and State, Finance Commission: Composition and Function.

**Essential Readings**

- |  |   |                       |
|--|---|-----------------------|
| <input type="checkbox"/> Public Administration         | - | Awasthi & Maheshwari. |
| <input type="checkbox"/> Indian Administration         | - | Ramesh Kumar Arora    |
| <input type="checkbox"/> वित्त प्रशासन                 | - | डॉ. पदमनामन गौतम      |
| <input type="checkbox"/> वित्तीय प्रशासन               | - | प्रभुदत्त शर्मा       |
| <input type="checkbox"/> भारत में संघीय वित्त व्यवस्था | - | राजेन्द्र जैन         |

**IV. CORE COURSE [CCPAD403]:**

(Credits: Theory-04, Tutorial-01)

**Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100****Pass Marks (MSE:17 + ESE:28)=45****Instruction to Question Setter:****Mid Semester Examination (MSE):**

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

**End Semester Examination (ESE):**

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

**Note:** There may be subdivisions in each question asked in Theory Examinations

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd., 5 marks).

**STATE AND LOCAL ADMINISTRATION IN INDIA****Theory: 60 Lectures; Tutorial: 15 Hrs**

- UNIT I** Government of State: Governor, Council of Minister, Chief Minister.
- UNIT II** State Secretariat: Composition and Function,  
Powers and Functions of Chief Secretary, State Directorate.
- UNIT III** District Administration in India, Role of District Magistrate, SDM.
- UNIT IV** Need for Decentralization,  
73<sup>rd</sup> Amendment Act and Rural Local Self Government (Panchayati Raj).  
74<sup>th</sup> Amendment Act and Urban Local Self Government. (Municipal Corporation)
- UNIT V** Problems and prospects of Local Self Government.

**Essential Readings**

- Indian Administration - S.R. Maheshwari
- Indian Administration - Ramesh Arora
- Indian Administration - Amreshwar Awasthi
- भारत में स्थानीय प्रशासन - अशोक शर्मा
- भारत में स्थानीय प्रशासन - एस.आर.महेश्वरी

**III. CORE COURSE (PROJECT) [PRPAD404]:**

(Credits: 05)

**Marks : 100 (ESE: 3Hrs)=100****Pass Marks =45*****Guidelines to Examiners for******End Semester Examination (ESE):***

*Evaluation of project dissertation work may be as per the following guidelines:*

*Project model (if any) and the Project record notebook = 70 marks*

*Project presentation and viva-voce = 30 marks*

*Overall project dissertation may be evaluated under the following heads:*

- *Motivation for the choice of topic*
- *Project dissertation design*
- *Methodology and Content depth*
- *Results and Discussion*
- *Future Scope & References*
- *Presentation style*
- *Viva-voce*

**DISSERTATION/ PAPER PRESENTATION**

- Student alone or in a group of not more than five, shall undertake one Project approved by the Subject Teacher/H.O.D. of the Department/College concerned. The progress of the Project shall be monitored by the faculty members at regular intervals.
  - Students shall submit application for dissertation work at the beginning of Semester-IV.
  - The applications of students shall be placed in meeting of Departmental Council & Topics of dissertation shall be finalized.
  - Required consultation shall be provided to student(s) whenever required.
  - The topic of dissertation(s) may be selected preferably from the entire courses content of the Courses of study for Postgraduate level or related to it.
  - Faculty members of the department shall be allotted duty to supervise dissertation work of students.
  - The dissertation shall be submitted prior to the End Semester University Examination of Semester-IV.
  - The date of submission of dissertation of students shall be notified by Head of Department accordingly.
  - Viva Voce shall be held thereafter on the scheduled date notified by the Department/ University.
-

**DISTRIBUTION OF CREDITS FOR P.G. PROGRAMME (SEMESTER-WISE) FOR  
POSTGRADUATE 'P.G. Voc./M.Sc./M.A./M.Com' PROGRAMME**

**Table B-1: Semester wise distribution of 80 Credits for Subjects with Practical Papers.**

<b>Semester</b>	<b>CC</b>	<b>FC</b>	<b>GE/DC</b>	<b>AE</b>	<b>Total credits</b>
Semester I	15	05			20
Semester II	20				20
Semester III	15			05	20
Semester IV	5		15		20
	<b>55</b>	<b>05</b>	<b>15</b>	<b>05</b>	<b>80</b>

**Table B-1: Semester wise distribution of 80 Credits for Subjects without Practical Papers.**

<b>Semester</b>	<b>CC</b>	<b>FC</b>	<b>GE/DC</b>	<b>AE</b>	<b>Total credits</b>
Semester I	15	05			20
Semester II	20				20
Semester III	15			05	20
Semester IV	10		10		20
	<b>60</b>	<b>05</b>	<b>10</b>	<b>05</b>	<b>80</b>

CC=Core Course; FC=Foundation Compulsory/Elective Course; GE=Generic Elective; SE=Skill Enhancement Course; DC=Discipline Centric Elective

**SAMPLE CALCULATION FOR SGPA & CGPA FOR POSTGRADUATE 'P.G.  
Voc./M.Sc./M.A./M.Com' PROGRAMME**

**Table B-2: Sample calculation for SGPA for M.Sc./M.A./M.Com Programme**

Course	Credit	Grade Letter	Grade Point	Credit Point (Credit X Grade)	SGPA (Credit Point/Credit)
<b>Semester I</b>					
FC	05	A	8	40	
C-1	05	B+	7	35	
C-2	05	B	6	30	
C-3/CP	05	B	6	30	
<b>Total</b>	<b>20</b>			<b>135</b>	<b>6.60 (135/20)</b>
<b>Semester II</b>					
C-4	05	B	6	30	
C-5	05	C	5	25	
C-6	05	B+	7	35	
C-7/CP	05	A+	9	45	
<b>Total</b>	<b>20</b>			<b>135</b>	<b>6.60 (135/20)</b>
<b>Semester III</b>					
EC-1	05	A+	9	45	
C-8	05	O	10	50	
C-9	05	A	8	40	
C-10/CP	05	A	8	40	
<b>Total</b>	<b>20</b>			<b>175</b>	<b>8.75 (175/20)</b>
<b>Semester IV</b>					
EC-2/EC-2	05	B	6	30	
EC-3/EC-3	05	A+	9	45	
C11/EP	05	B	6	30	
Project	05	A+	9	45	
<b>Total</b>	<b>20</b>			<b>150</b>	<b>7.50 (150/20)</b>
<b>CGPA</b>					
<b>Grand Total</b>	<b>80</b>			<b>595</b>	<b>7.44 (595/80)</b>

**Table B-3: Sample calculation for CGPA for P.G. Vocational M.Sc./M.A./M.Com Programme**

Semester I	Semester II	Semester III	Semester IV
Credit:20; SGPA:6.60	Credit:20; SGPA: 6.60	Credit:20; SGPA: 8.75	Credit:20; SGPA: 7.50

**Thus CGPA= (20x6.60+20x6.60+20x8.75+20x7.50) /80=7.36**

## DISTRIBUTION OF MARKS FOR EXAMINATIONS AND FORMAT OF QUESTION PAPERS

**Distribution of Marks for Mid Semester Evaluation:****Table No. 15:** Distribution of marks of Theory Examinations of Mid Semester

Topic	Code	Full Marks	Pass Marks	Time	Group-A (Very short answer type Compulsory Questions) No. of Questions x Marks = F.M.	Group-B (Descriptive Questions) No. of Questions x Marks = F.M.	Total No. of Questions to Set	
							Group A	Group B
Mid Sem*	T30*	30 (20 +5 +5)	17	1 Hr	5 x1 =5	3 (out of 5) x5 =15	05	5

**\*There shall be 20 marks theory examination for mid sem, 05 marks for attendance/ regular interactions & 05 marks for seminar/ assignment/ term paper given by faculty concerned in classrooms.**

**Distribution of Marks for End Semester Theory Examinations:****Table No. 16:** Marks distribution of Theory Examinations of End Semester

Topic	Code	Full Marks	Pass Marks	Time	Group-A# (Very short answer type Compulsory Questions) No. of Questions x Marks = F.M.	Group-B (Descriptive Questions) No. of Questions x Marks = F.M.	Total No. of Questions to Set	
							Group A#	Group B
End Sem	T50	50	--	3 Hrs	2 x5 =10	2 (out of 3) x20 =40	2	3
	T70	70	28	3 Hrs	Q.No.1 (5x1) + 1x5 =10	4 (out of 6) x15 =60	2	6

**# Question No.1 in Group-A carries very short answer type questions of 1 Mark**

**Note :** There may be subdivisions in each question asked in Theory Examinations.

## FORMAT OF QUESTION PAPER FOR MID SEM EXAMINATION

20 MARKS



## Ranchi University, Ranchi

Mid Sem No.Exam Year

Subject/ Code

F.M. =20Time=1Hr.

### General Instructions:

समान्य निर्देश :

- i. **Group A** carries very short answer type compulsory questions.  
(खंड 'A' में अत्यंत लघु उत्तरीय अनिवार्य प्रश्न हैं।)
- ii. **Answer 3 out of 5** subjective/ descriptive questions given in **Group B**.  
(खंड 'B' के पाँच में से किन्हीं तीन विषयनिष्ठ/ वर्णनात्मक प्रश्नों के उत्तर दें।)
- iii. Answer in your own words as far as practicable.  
(यथासंभव अपने शब्दों में उत्तर दें।)
- iv. Answer all sub parts of a question at one place.  
(एक प्रश्न के सभी भागों के उत्तर एक साथ लिखें।)
- v. Numbers in right indicate full marks of the question.  
(पूर्णांक दायीं ओर लिखे गये हैं।)

### Group A

1. .... [5x1=5]
2. ....
3. ....
4. ....
5. ....

### Group B

6. .... [5]
7. .... [5]
8. .... [5]
9. .... [5]
10. .... [5]

**Note:** There may be subdivisions in each question asked in Theory Examination.

## FORMAT OF QUESTION PAPER FOR END SEM EXAMINATION

70 MARKS



## Ranchi University, Ranchi

End Sem No.Exam Year

**Subject/ Code**

**F.M.** =70**P.M.** =28**Time**=3Hrs.**General Instructions:**

- i. **Group A** carries very short answer type **compulsory** questions.
- ii. **Answer 4 out of 6** subjective/ descriptive questions given in **Group B**.  
(खंड 'B' के छः में से किन्हीं चार विषयनिष्ठ/ वर्णनात्मक प्रश्नों के उत्तर दें।)
- iii. Answer in your own words as far as practicable.  
(यथासंभव अपने शब्दों में उत्तर दें।)
- iv. Answer all sub parts of a question at one place.  
(एक प्रश्न के सभी भागों के उत्तर एक साथ लिखें।)
- v. Numbers in right indicate full marks of the question.  
(पूर्णांक दायीं ओर लिखे गये हैं।)

**Group A**

- |    |           |         |
|----|-----------|---------|
| 1. |           | [5x1=5] |
|    | i. ....   |         |
|    | ii. ....  |         |
|    | iii. .... |         |
|    | iv. ....  |         |
|    | v. ....   |         |
| 2. | .....     | [5]     |

**Group B**

- |    |       |      |
|----|-------|------|
| 3. | ..... | [15] |
| 4. | ..... | [15] |
| 5. | ..... | [15] |
| 6. | ..... | [15] |
| 7. | ..... | [15] |
| 8. | ..... | [15] |

**Note:** There may be subdivisions in each question asked in Theory Examination.