

BAIJNATH CHAUDHARY GOVT. COLLEGE FOR WOMEN, NANGAL CHAUDHARY

Lesson Plan

Name of the Assistant/ Associate Professor: Dr. Monika Yadav Sem. IInd

Class and Section: B.A. Ist year...

Subject: Public Administration

Month	Topics
1 st Jan. 2024 to 31 st Jan. 2024	Forms of Administration Organizations : Department & Public co-orporation and difference between both organizations Independent Regulatory Commissions Short Question - Answers
1 st Feb. 2024 to 29 th Feb. 2024	Line and Staff Agencies Administrative Tribunals Personnel Administration : Recruitment, Training & Promotion UPSC & HPSC. Short Question - Answers
1 st March 2024 to 31 st March 2024	Financial Administration : Meaning of Budget & its Principles Process of enactment & execution of Budget in India Parliamentary control over Finance Auditing Short Question - Answers
1 st April 2024 to 30 th April 2024	Types of Control over Public Administration : - Legislative Executive Judicial .. Grand Crossance & e- Administration Test, Assignment

Myadav
Teacher's Signature

BAIJNATH CHAUDHARY GOVT. COLLEGE FOR WOMEN, NANGAL CHAUDHARY

Lesson Plan

Name of the Assistant/ Associate Professor: Dr. Monika Yadav Sem. IVth

Class and Section: B.A. 2nd year

Subject: Public Administration

Month	Topics
1 st Jan. 2024 to 31 st Jan. 2024	Personnel Administration - All India Services - IAS - IPS - Indian Foreign Service - Central & State Services in India Short Question - Answer
1 st Feb. 2024 to 29 th Feb. 2024	Financial Administration (i) Preparation of Indian Budget (ii) Enactment of Indian Budget (iii) Parliamentary Control over Public Finance (iv) Role of CAG (v) Estimate & Public Account Committee
1 st March 2024 to 31 st March 2024	State Administration (i) Governor: appointment, power & function (ii) Council of Ministers & C.M (iii) State Secretariat (iv) Chief Secretary Short Question Answers
1 st April 2024 to 30 th April 2024	District Administration: features & Components Role of DC in District Ad. ⁿ Superintendent of Police Role of Divisional Commissioner in Dist. Ad. ⁿ Ad. ⁿ & Citizens, e-governance, ICT in Pub. Ad. Institutions Test, Assignment

Myadav
Teacher's Signature