

Syllabus for Limited Departmental Examination

The Examination shall consist of following subjects:

Sl. No.	SUBJECT	TYPE	MAXIMUM MARKS
1	Paper – I (General Knowledge and General English)	Objective & Subjective	170
2	Paper – II (Professional Education)	Subjective	170
3	Paper – III (Fundamental Rules, Service Rules and Office Procedures)	Objective & Subjective	170

Syllabus for Paper – I (General Knowledge and General English)

Total Marks – 170

COMPONENTS:

MARKS

1. Essay	20	} Subjective
2. Precise Writing	10	
3. Amplification	10	
4. Construction of Sentences & Grammar	10	
5. Constitution of India	15	
6. RTE Act, 2009	15	
7. National Education Policy	35	
8. General Knowledge comprising of Current Events, General Science, Mental Ability, Indian History, Indian Polity, Indian Economy, Geography.	50 – Objective (MCQ)	

Total 170

Syllabus for Paper – II (Professional Education)

Total Marks – 170

UNIT- I FOUNDATION OF EDUCATION (50 MARKS)

- 1) Philosophical Foundation
 - a. Meaning, Nature & Aims of Education
 - b. Educational Philosophies : Realism, Idealism, Naturalism, Pragmatism & Humanism: their implication
 - c. Educational thoughts: Gandhi, Tagore, Vivekananda, Friere & Ellich; their implication.

- 2) **Psychoological Foundation**
 - a. Stages of Human Growth & Development and their Educational Implications.
 - b. Learning: Concept, Characteristics, Principles, Domains, and Approaches (Cognitivist, Behaviourist, & Constructivist.)
 - c. Individual Differences: Intelligence, Aptitude, Motivation, Personality.
- 3) **Sociological Foundations**
 - a. Society & Education: Social and Cultural Context of Education; Education and Social Changes; Education as a process of Socialisation.
 - b. Education in the 21st Century, Education & human Resource Development.

UNIT – II : EDUCATIONAL MANAGEMENT & ADMINISTRATION (30 MARKS)

- 1) Educational Management and Administration: Concept, Scope & Differences between two; Understanding the School Context; Challenges of Management and Administration
- 2) Educational Planning : Aspects of Planning.
- 3) Levels / Agencies of Educational Administration in the State: Structure, Role & Functions, Associated Problem.

UNIT – III: CURRENT DEVELOPMENT & PROBLEMS IN EDUCATION (30 MARKS)

- 1) Current Educational Projects & Schemes : Their Provisions, Problems and Challenges for implementation.
- 2) Emerging Concerns : Values & Adolescence Education, Environmental Education, Inclusive Education, Health & Physical Education, Vocational Education, Guidance & Counselling.

UNIT – IV : TEACHING – LEARNING & EVALUATION (30 MARKS)

- 1) Teaching – Learning – Evaluation : the Tri-polar process; their relationship.
- 2) Teaching-Learning: Changing concept of Teaching-Learning ; Approaches, Methods & Techniques of Teaching-Learning different School Subjects; Planning for Teaching; Learning Resources, Problems of Teaching-Learning Different School Subjects.
- 3) Evaluation: Meaning, Scope & Functions of Evaluation; Types of Evaluation, Problem of existing system of Evaluation, Modern Trends in Evaluation.

UNIT- V: THE PROFESSIONAL TEACHER (30 MARKS)

- 1) Professionalism-concept; Teaching as a Profession; Professional development of Teachers, Professional Ethics.
- 2) Teacher as a Life-long Learners, Changing roles of the Teacher; Teacher as a Facilitator of Learning; Teacher competencies for the 21st Century.
- 3) Problems of Teachers in the State; Measures to address such problems; role of administrators.

Syllabus for Paper – III (Fundamental Rules, Service Rules and Office Procedures)

Total Marks – 170 {120 (subjective) + 50 (Objective(MCQ))}

UNIT- I (50 MARKS)

Office Procedures, Government Servant Conduct and Appeal Rules, Temporary Services Rules and Information Technology (basics)

UNIT- II (40 MARKS)

Fundamental Rules (Fixation of Pay), T.A. Rules, Leave Rules and Pension Rules.

UNIT-III (40 MARKS)

General Financial Rules, Delegation of Financial and Cognate Rules, Central Treasury Rules, Rules of Executive Business.

UNIT-IV (40 MARKS)

Introduction to Government Accounts & Audit, Budget & Expenditure Control, GPF Rules, Medical Attendance Rules.