



CBCS CURRICULUM OF
P.G. PUBLIC ADMINISTRATION PROGRAMME
SUBJECT CODE = PAD

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**

L. Oraon
9/6/18

Ladir Oraon
Director

S.P. Singh
9.6.18

Prof. Dr. S.P. Singh
Co-ordinator

Sanjay Singh
9/6/2018

Sanjay Singh
Internal Member
Assistant Professor
Dept. of Pol. Science
S.S.M. College, Ranchi

Dr. Neeraj
9/6/18

Dr. Neeraj
OSD Examination, R.U.
Assistant Professor
Dept. of Chemistry
R.U., Ranchi

K. Lal
9/6/18

Dr. Kanhaiya Lal
Internal Member
Faculty Member
Public Administration

L.M. Prasad
9/6/18

Prof. (Dr.) L.M. Prasad
External Member
Member- IIPA, New Delhi

*Submitted for publication at Ranchi University
Website.*

Ms. S. K.
02.11.18

HEAD
PG DEPT. of Political Sc
Ranchi University Ranchi

Contents

S.No.		Page No.
	Members of Core Committee	i
	Contents	ii
	COURSE STRUCTURE FOR POSTGRADUATE PROGRAMME	
1	Distribution of 80 Credits	1
2	Course structure for M.A. IN PUBLIC ADMINISTRATION	1
3	Semester wise Examination Structure for Mid Semester & End Semester Examinations	2
	SEMESTER I	
4	I FC-101 Compulsory Foundation Course (FC)	3
5	II. CC-102 Core Course –C 1	4
6	III. CC-103 Core Course –C 2	5
7	IV CC-104 Core Course – C 3	6
	SEMESTER II	
8	I EC-201 Skill Enhancement Course (SEC)	7
9	II. CC-202 Core Course- C 4	8
10	III. CC-203 Core Course –C 5	9
11	IV CC-204 Core Course- C 6	10
	SEMESTER III	
12	I CC-301 Core Course- C 7	11
13	II. CC-302 Core Course –C 8	12
14	III. CC-303 Core Course- C 9	13
15	IV EC-304 Generic/Discipline Elective (GE/DC 1)	14
	SEMESTER IV	
16	I CC-401 Core Course- C10	15
17	II. CC-402 Core Course –C 11	17
18	III. EC-403 Generic/Discipline Elective (GE/DC 2)	18
19	IV PR-404 Core Course- C 12	19
	ANNEXURE	
20	Distribution of Credits for P.G. Programme (Semester-wise)	20
21	Sample calculation for SGPA for M.A.in P.G. Vocational/M.Sc./M.A./M.Com Programme	20
22	Sample calculation for CGPA for P.G. Vocational/M.Sc./M.A./M.Com Programme	20
	DISTRIBUTION OF MARKS FOR EXAMINATIONS AND FORMAT OF QUESTION PAPERS	
23	Distribution of Marks of Mid Semester Theory Examinations	21
24	Distribution of Marks of End Semester Theory Examinations	21
25	Format of Question Paper for Mid Semester Evaluation of Subjects with/without Practical (20 Marks)	22
26	Format of Question Paper for End Semester Examination of Subjects without Practical (70 Marks)	23

COURSE STRUCTURE FOR P.G. PUBLIC ADMINISTRATION PROGRAMME

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
I. Core Course (CC)	(CC 1 to 12)		
Theory	8 Papers/12 Papers	8X5=40	12X5=60
Practical/ Tutorial*	4 Papers/-----	4X5=20	
II. Elective Course (EC)			
A. Skill Enhancement Course of the Core Course opted	(SE 1) 1 Paper	1X5=5	1X5=5
B. Discipline Centric Elective Theory OR	(DC 1 to 2) 2 Papers	2X5=10	2X5=10
Theory/Practical/Tutorial*	1 Paper + 1 Practical/ Dissertation	2X5=10	2X5=10
OR Generic Elective/ Interdisciplinary (GE 1 to 2)			
Theory OR	2 Papers	2X5=10	2X5=10
Theory/Practical/Tutorial*	1 Paper + 1 Practical/ Dissertation	2X5=10	2X5=10
III. Foundation Course (FC)			
1. Foundation Course Compulsory Foundation/ Elective Foundation	(FC) 1 Paper	1X5=5	1X5=5
		Total Credit = 80	= 80

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)	20 Credits
Sem-II	C-4, C-5, C-6 (5+5+5=15 Credits)	SE (05 Credits)		20 Credits
Sem-III	C-7, C-8, C-9 (5+5+5=15 Credits)	GE/DC (05 Credits)		20 Credits
Sem-IV	C-10, C-11, (5+5=10 Credits) C-12 (Project) (05 Credits)	GE/DC/Dissertation (05 Credits)		20 Credits

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)

Core Subject CC 12 Papers	Discipline Centric Elective/ Generic Elective Course DC/ GE 2 Papers	Skill Enhancement Course SE 1 Paper	Foundation Course FC 1 Paper
--	--	--	---

Table AI-2.1 Semester wise Examination Structure for Mid Sem & End Sem Examinations:

Sem			Core, SE/GE/DC & Compulsory FC Courses		Examination Structure		
	Paper	Paper Code	Credits	Name of Paper	Mid Semester Evaluation (F.M.)	End Semester Evaluation (F.M.)	End Semester Practical/ Viva (F.M.)
I	FC	FCPAD101	5	Constitutional Frame Work	30	70	----
	C1	CCPAD102	5	Basic Public Administration	30	70	----
	C2	CCPAD103	5	Administrative Thought	30	70	----
	C3	CCPAD104	5	Planning and Development Administration	30	70	----
II	SE	ECPAD201	5	Public Relation, Management and Administration	30	70	----
	C4	CCPAD202	5	Public Policy Analysis	30	70	----
	C5	CCPAD203	5	Comparative Public Administration	30	70	----
	C6	CCPAD204	5	Human Resource Development and Management	30	70	----
III	C7	CCPAD301	5	Central Administration in India	30	70	----
	C8	CCPAD302	5	Research Methodology	30	70	----
	C9	CCPAD303	5	International Administration	30	70	----
	GE/DC1	ECPAD304	5	Disaster Management	30	70	----
IV	C10	CCPAD401	5	E-Governance	30	70	----
	C11	CCPAD402	5	Financial Administration	30	70	----
	GE/DC2	ECPAD403	5	State and Local Administration in India	30	70	----
	PROJECT/ Dissertation	PRPAD404	5	Dissertation Field Based Project (Project)	----	----	70 + 30

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

(Credits: Theory-05)

Marks : 30 (MSE 20 Th.:1Hr + 5Atd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40*****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 Upto75%, 1mark; 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 –C 1 [CCPAD102]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40*****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- C 2 [CCPAD103]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40****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 Upto75%, 1mark; 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- C 3 [CCPAD104]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40****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 Upto75%, 1mark; 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 |

SEMESTER II**4 Papers****Total 100 x 4 = 400 Marks****I. SKILL ENHANCEMENT COURSE SE1 [ECPAD201]:**

(Credits: Theory-05)

Marks : 30 (MSE 20 Th.:1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40*****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 Upto75%, 1mark; 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, McGrew Hill Ltd. Delhi
- ☐ New Patterns of Management Likert. K., NewYork, Mc. Graw Hill
- ☐ Arthik Niti evam Prashasn, Surendra Kataria

II. CORE COURSE- C 4 [CCPAD202]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Atd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40****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 शर्मा, 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- C 5 [CCPAD203]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40*****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 Upto75%, 1mark; 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- C 6 [CCPAD204]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40*****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 Argyris, 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**

(Credits: Theory-04, Tutorial-01)

I. CORE COURSE –C 7 [CCPAD301]:

Marks : 30 (MSE 20 Th.:1Hr + 5Atd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE + ESE) =40
---	----------------------------

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 < Attnd. < 80, 2 marks; 80 < Attnd. < 85, 3 marks; 85 < Attnd. < 90, 4 marks; 90 < Attnd. < 95, 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

- | | | |
|-------------------------|---|------------------------|
| □ Indian Administration | - | S.R. Maheshwari. |
| □ Indian Administration | - | Ramesh Arora |
| □ भारतीय प्रशासन | — | प्रो. मधूसुदन त्रिपाठी |
| □ भारत में लोक प्रशासन | — | अवस्थी—अवस्थी |
-

II. CORE COURSE- C 8 [CCPAD302]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40****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- C 9 [CCPAD303]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Atd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE + ESE) =40
---	----------------------------

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. GENERIC/ DISCIPLINE CENTRIC ELECTIVE (GE/DC 1) [ECPAD304]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40*****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 Shelter,
Warehousing and Store Piling, 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 | - | William 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 |

SEMESTER IV

5 Papers**Total 100 x 5 = 500 Marks**

(Credits: Theory-04, Tutorial-01)

I. CORE COURSE –C 10 [CCPAD401]:**Marks : 30 (MSE 20 Th.:1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100****Pass Marks (MSE + ESE) =40****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 < Attnd. < 80, 2 marks; 80 < Attnd. < 85, 3 marks; 85 < Attnd. < 90, 4 marks; 90 < Attnd, 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-Hardware, 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, Man 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-Panchayat

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. CORE COURSE- C 11 [CCPAD402]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40****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. GENERIC/ DISCIPLINE CENTRIC ELECTIVE (GE/DC 2) [ECPAD403]:

(Credits: Theory-04, Tutorial-01)

Marks : 30 (MSE 20 Th.:1Hr + 5Atd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE + ESE) =40*****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 < Attnd. < 80, 2 marks; 80 < Attnd. < 85, 3 marks; 85 < Attnd. < 90, 4 marks; 90 < Attnd. 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,
73rd Amendment Act and Rural Local Self Government (Panchayati Raj).
74th Amendment Act and Urban Local Self Government. (Municipal Corporation)
- UNIT V** Problems and prospects of Local Self Government.

Essential Readings

- | | | |
|---|---|-------------------|
| <input type="checkbox"/> Indian Administration | - | S.R. Maheshwari |
| <input type="checkbox"/> Indian Administration | - | Ramesh Arora |
| <input type="checkbox"/> Indian Administration | - | Amreshwar Awasthi |
| <input type="checkbox"/> भारत में स्थानीय प्रशासन | — | अशोक शर्मा |
| <input type="checkbox"/> भारत में स्थानीय प्रशासन | — | एस.आर.महेश्वरी |
-

III. CORE COURSE (PROJECT) - C 12 [PRPAD404]:

(Credits: 05)

Marks : 100 (ESE: 3Hrs)=100**Pass Marks =40*****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.
-

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

Table B-1: Semester wise distribution of 80 Credits

	CC	FC	GE/DC	SE	Total credits
Semester I	15	05			20
Semester II	15			05	20
Semester III	15		05		20
Semester IV	15		05		20
	60	05	10	05	80

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

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)
Semester I					
C-1	05	A	8	48	
C-2	05	B+	7	42	
C-3	05	B	6	12	
FC	06	B	6	36	
Total	20			138	6.9 (138/20)
Semester II					
C-4	05	B	6	36	
C-5	05	C	5	30	
C-6	05	B+	7	14	
SE	05	A+	9	54	
Total	20			134	6.7 (134/20)
Semester III					
C-7	05	A+	9	54	
C-8	05	O	10	60	
C-9	05	A	8	48	
GE/DC-1	05	A	8	16	
Total	20			178	8.9 (178/20)
Semester IV					
C-10	05	B	6	36	
C-11	05	A+	9	54	
C-12	05	B	6	36	
GE/DC-2	05	A+	9	18	
Total	20			144	7.2 (144/20)
CGPA					
Grand Total	80			594	7.425 (594/80)

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:6.9	Credit:20; SGPA: 6.7	Credit:20; SGPA: 8.9	Credit:20; SGPA: 7.2

Thus CGPA= (20x6.9+20x6.7+20x8.9+20x7.2) /80=7.425

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	Time	Group-A (Very short answer type Compulsory Questions) No. of Questions x Marks = F.M.	Group-B (Descriptive Questions with Choices) No. of Questions x Marks = F.M.	Total No. of Questions to Set	
						Group A	Group B
Mid Sem*	T30*	30 (20 +5 +5)	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 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 Including mid Sem	Time	Group-A [#] (Very short answer type Compulsory Questions) No. of Questions x Marks = F.M.	Group-B (Descriptive Questions with Choices) No. of Questions x Marks = F.M.	Total No. of Questions to Set	
							Group A [#]	Group B
End Sem	T70	70	40	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
OF
SUBJECTS WITH/ WITHOUT PRACTICAL



Ranchi University, Ranchi

Mid Sem No.Exam Year**Subject/ Code****F.M.** =20**Time**=1 Hr.**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.
2.
3.
4.
5.

[10x1=10]

Group B

6.
7.
8.
9.
10.

[5]
[5]
[5]
[5]
[5]

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

FORMAT OF QUESTION PAPER FOR END SEM EXAMINATION
OF
SUBJECTS WITHOUT PRACTICAL



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=10]
 - 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.