

SVRK GOVERNMENT DEGREE COLLEGE: NIDADAVOLE
TABLE – A – CURRICULAR PLAN – LECTURERE WISE

NAME OF THE LECTURER : M. PADMAJA
 DEPARTMENT : POLITICAL SCIENCE CLASS: I B.A (H.E.P) YEAR: 2022-2023
 SEM: I "INTRODUCTION TO POLITICAL SCIENCE"

SERIAL NUMBER	MONTH & WEEK	HOURS AVAILABLE	SYLLABUS TOPIC	ADDITIONAL INPUT /VALUE ADDITION	CURRICULAR ACTIVITY				CO-CURRICULAR ACTIVITY				REMARKS
					ACTIVITY	HOURS ALLOTTED	WHETHER CONDUCTED IF NOT, ALTERNATIVE		ACTIVITY	HOURS ALLOTTED	WHETHER CONDUCTED	IF NOT, ALTERNATIVE DATE	
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	OCT 4 th	5	Bridge Course	Minimum basics of Political Science	Entry-level Test	01			UNO Day	01			
	OCT 5 th &6 th	5	Definition, nature, scope, and Importance of Political Science – Relations with allied disciplines (History)										
2	NOV 1 st	4	Relations with allied disciplines (Economics, Philosophy and Sociology)	Giving examples of present situations	Slip test	01							
	NOV 2 nd	3	Approaches to the study of Political Science: Traditional Approaches – Philosophical Approaches						Essay Writing Competition	01			
	NOV 3 rd	5	Historical and Modern Approaches		Slip test	01			Assignment	01			
	NOV 4 th & 5 th	7	Behavioral and System Approaches						Constitution Day	01			

3	DEC 1st	3	Definition of the State, Elements of the State, Theories of the origin of the State: Divine Origin Theory						Social Service Activity	01			
	DEC 2nd	4	Force and Evolutionary Theory		Mid I exams	01			Ambedkar vardhanthi, World Human Rights Day	01			
	DEC 3rd	5	Thomos Hobbes Social Contract Theory, John Locke Social Contract Theory						Assignment	01			
	DEC 4th & 5th	8	J J Rousseau Social Contract Theory, Concepts of Modern State and Concepts of Welfare State		Slip test	01							
4	JAN 1st	5	Law, Liberty	Discussing about present laws					Field Visit				
	JAN 2nd	2	Equality		Mid II exam	01			Group Discussion	01			
	JAN 3rd	4	Power, Authority, and legitimacy						Peer Teaching	01			
	JAN 4th & 5th	6	Meaning, Nature and classification of Rights, Theories of Rights		Slip test	01			Debate	01			
5	FEB 1st	3	Liberalism, Individualism,						Student Seminar	01			
	FEB 2nd	4	Anarchism, Socialism						Student Seminar	01			
	Feb 3rd	5	Marxism and Multiculturalism		Preparation for Sem end exams	01							

SIGNATURE OF THE LECTURER
PRINCIPAL

SIGNATURE OF THE HEAD OF THE
DEPARTMENT

SIGNATURE OF THE
S.V.R.K. Govt. Degree College (M)
NIDADAVOLE - W.G.Dt.,



SVRK GOVERNMENT DEGREE COLLEGE: NIDADAVOLE
TABLE – B – CURRICULAR PLAN – ANNOUNCED TO BE STUDENTS

NAME OF THE LECTURER: M. PADMAJA
DEPARTMENT: POLITICAL SCIENCE **CLASS:** I B.A (HEP) **YEAR:** 2022-2023 **SEM:** I "INTRODUCTION TO POLITICAL SCIENCE"

SERIAL NUMBER	MONTH & WEEK	HOURS AVAILABLE	SYLLABUS TOPIC	ADDITIONAL INPUT /VALUE ADDITION	CURRICULAR ACTIVITY		CO-CURRICULAR ACTIVITY		REMARKS
					ACTIVITY	HOURS ALLOTTED	ACTIVITY	HOURS ALLOTTED	
1	2	3	4	5	6	7	10	11	14
1	OCT 4 th	5	Bridge Course	Minimum basics of Political Science	Entry-level Test	01	UNO Day	01	
	OCT 5 th & 6 th	5	Definition, nature, scope, and Importance of Political Science – Relations with allied disciplines (History)						
2	NOV 1 st	4	Relations with allied disciplines (Economics, Philosophy and Sociology)	Giving examples of present situations	Slip test	01			
	NOV 2 nd	3	Approaches to the study of Political Science: Traditional Approaches – Philosophical Approaches				Essay Writing Competi on	01	
	NOV 3 rd	5	Historical and Modern Approaches		Slip test	01	Assignme nt	01	
	NOV 4 th & 5 th	7	Behavioral and System Approaches				Constituti on Day	01	

1. Charishma
2. Iazmi Gnanapathi
3. Jansi
4. D. Jyothikiran
5. G. Ganganatha
6. Arinash
7. G. Joseph

	DEC 1st	3	Definition of the State, Elements of the State, Theories of the origin of the State: Divine Origin Theory				Social Service Activity	01	
	DEC 2nd	4	Force and Evolutionary Theory		Mid I exams	01	Ambedkar vardhanthi, World Human Rights Day	01	
	DEC 3rd	5	Thomos Hobbes Social Contract Theory, John Locke Social Contract Theory				Assignme nt	01	
	DEC 4th & 5th	8	J J Rousseau Social Contract Theory, Concepts of Modern State and Concepts of Welfare State		Slip test	01			
4	JAN 1st	5	Law, Liberty	Discussing about present laws			Field Visit		
	JAN 2nd	2	Equality		Mid II exam	01	Group Discussion	01	
	JAN 3rd	4	Power, Authority, and legitimacy				Peer Teaching	01	
	JAN 4th & 5th	6	Meaning, Nature and classification of Rights, Theories of Rights		Slip test	01	Debate	01	
5	FEB 1st	3	Liberalism, Individualism,				Student Seminar	01	
	FEB 2nd	4	Anarchism, Socialism				Student Seminar	01	
	Feb 3rd	5	Marxism and Multiculturalism		Preparation for Sem end exams	01			

H. Reddy
SIGNATURE OF THE LECTURER

N. K. S.
SIGNATURE OF THE HEAD OF THE DEPARTMENT

V. K. S.
SIGNATURE OF THE PRINCIPAL
S.V.R.K. Govt. Degree College (M)
NIDADAVOLE - W.G.Dt.,



SVRK GOVERNMENT DEGREE COLLEGE: NIDADAVOLE
TABLE – A – CURRICULAR PLAN – LECTURERE WISE

NAME OF THE LECTURER : M. PADMAJA
DEPARTMENT : POLITICAL SCIENCE CLASS: II BA(HEP) YEAR: 2022-2023
SEM: III "INDIAN GOVERNMENT AND POLITICS"

SERIAL NUMBER	MONTH & WEEK	HOURS AVAILABLE	SYLLABUS TOPIC	ADDITIONAL INPUT /VALUE ADDITION	CURRICULAR ACTIVITY				CO-CURRICULAR ACTIVITY				REMARKS
					ACTIVITY	HOURS ALLOTTED	WHETHER CONDUCTED IF NOT, ALTERNATIVE		ACTIVITY	HOURS ALLOTTED	WHETHER CONDUCTED	IF NOT, ALTERNATIVE DATE	
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	NOV 1st	4	Constitutional Development in India during British rule- A historical perspective reference to Govt of India Acts 1909										
	NOV 2nd	3	1919 and 1935 Acts						Essay Writing Competition	01			
	NOV 3 rd	5	Constituent Assembly- Nature, composition, socio-Economic, Philosophical Dimensions and Salient features of the Indian Constitution		Slip test	01			Assignment	01			
	NOV 4 th & 5 th	7	Fundamental Rights, Directive principles of state policy and Fundamental Duties	Various articles on Rights					Constitution Day	01			
2	DEC 1st	3	Difference between Fundamental Rights and Directive Principles of State Policy, The Doctrine of Basic Structure of the Constitution with reference to judicial Interpretations and Socio-Political Realities						Social Service Activity	01			

	DEC 2 nd	4	President of India-Election, Powers and Functions and Parliament Composition-Powers and Functions	Recent President Election	Slip test	01			Ambedkar vardhanthi, World Human Rights Day	01			
	DEC 3 rd	5	Legislative Committees, Prime Minister, and Council of Ministers – Powers and Functions		Mid I exams	01			Assignment	01			
	DEC 4 th & 5 th	8	Coalition Politics, Governor-Election, Powers, and Functions, Legislature Composition Powers and Functions										
3	JAN 1 st	5	Chief Minister and Council of Ministers Powers and Functions						Field Visit				
	JAN 2 nd	2	Supreme Court Composition and Appointments	Recent CJI Recruitment procedure					Group Discussion	01			
	JAN 3 rd	4	Powers and Functions of the SC		Mid II exam	01			Peer Teaching	01			
	JAN 4 th & 5 th	6	Judicial Review and Judicial Activism		Slip test	01			Debate	01			
4	FEB 1 st	3	High Court Composition and Appointments						Student Seminar	01			
	FEB 2 nd	4	Powers and Functions of the HC		Slip test	01			Student Seminar	01			
	Feb 3 rd	5	Debates on the mode of the appointment of Judges										
	Feb 4 th	5	National Judicial Appointments Commission and Judicial Reforms		Preparation for Sem end exams								

M. P. S.
SIGNATURE OF THE LECTURER

[Signature]
SIGNATURE OF THE HEAD OF THE DEPARTMENT

[Signature]
4/11/2022
SIGNATURE OF THE PRINCIPAL
S.V.R.K. Govt. Degree College (M)
NIDADAVOLE - W.G.Dt.,

SVRK GOVERNMENT DEGREE COLLEGE: NIDADAVOLE
TABLE – B – CURRICULAR PLAN – ANNOUNCED TO BE STUDENTS

NAME OF THE LECTURER: M. PADMAJA

DEPARTMENT: POLITICAL SCIENCE

CLASS: II BA (HEP)

YEAR: 2022-2023

SEMESTER: III "INDIAN GOVERNMENT AND POLITICS"

SERIAL NUMBER	MONTH & WEEK	HOURS AVAILABLE	SYLLABUS TOPIC	ADDITIONAL INPUT /VALUE ADDITION	CURRICULAR ACTIVITY		CO-CURRICULAR ACTIVITY		REMARKS
					ACTIVITY	HOURS ALLOTTED	ACTIVITY	HOURS ALLOTTED	
1	2	3	4	5	6	7	10	11	14
1	NOV 1st	4	Constitutional Development in India during British rule- A historical perspective reference to Govt of India Acts 1909						
	NOV 2nd	3	1919 and 1935 Acts				Essay Writing Competition	01	
	NOV 3rd	5	Constituent Assembly- Nature, composition, socio-Economic, Philosophical Dimensions and Salient features of the Indian Constitution		Slip test	01	Assignment	01	
	NOV 4th & 5th	7	Fundamental Rights, Directive principles of state policy and Fundamental Duties	Various articles on Rights			Constitution Day	01	
2	DEC 1st	3	Difference between Fundamental Rights and Directive Principles of State Policy, The Doctrine of Basic Structure of the Constitution with reference to judicial Interpretations and Socio-Political Realities				Social Service Activity	01	

1. G. Sarojini G. Gomathi 2. K. Chala Lakshmi 3. U. Chandini 4. M. Naga Lakshmi 5. K. Doraga P. Doshini U. Durgabai R. A. A. Ajayram A. Kattaya K. Rajesh K. Madhu V. Ajay	DEC 2 nd	4	President of India-Election, Powers and Functions and Parliament Composition-Powers and Functions	Recent President Election	Slip test	01	Ambedkar vardhanthi, World Human Rights Day Assignment	01	
	DEC 3 rd	5	Legislative Committees, Prime Minister, and Council of Ministers – Powers and Functions		Mid I exams	01		01	
	DEC 4 th & 5 th	8	Coalition Politics, Governor-Election, Powers, and Functions, Legislature Composition Powers and Functions						
4	JAN 1 st	5	Chief Minister and Council of Ministers Powers and Functions				Field Visit		
	JAN 2 nd	2	Supreme Court Composition and Appointments	Recent CJI Recruitment procedure			Group Discussion	01	
	JAN 3 rd	4	Powers and Functions of the SC		Mid II exam	01	Peer Teaching	01	
	JAN 4 th & 5 th	6	Judicial Review and Judicial Activism		Slip test	01	Debate	01	
	FEB 1 st	3	High Court Composition and Appointments				Student Seminar	01	
	FEB 2 nd	4	Powers and Functions of the HC		Slip test	01	Student Seminar	01	
	Feb 3 rd	5	Debates on the mode of the appointment of Judges						
	Feb 4 th	5	National Judicial Appointments Commission and Judicial Reforms		Preparation for Sem end exams				

SIGNATURE OF THE LECTURER

SIGNATURE OF THE HEAD OF THE DEPARTMENT

SIGNATURE OF THE PRINCIPAL

S.V.R.K. Govt. Degree College (M)
NIDADAVOLE - W.G. Dt.,

SVRK GOVERNMENT DEGREE COLLEGE :: NIDADAVOLE

TABLE - A - CURRICULAR PLAN - LECTURERE WISE

NAME OF THE LECTURER : M. PADMAJA
 DEPARTMENT : Pol. Science
 SEMESTER : V

CLASS: III B.A YEAR: 2022-2023

PAPER: 683 - "E-Governance"

SERIAL NUMBER	MONTH & WEEK	HOURS AVAILABLE	SYLLABUS TOPIC	ADDITIONAL INPUT /VALUE ADDITION	CURRICULAR ACTIVITY				CO-CURRICULAR ACTIVITY				REMARKS
					ACTIVITY	HOURS ALLOTTED	WHETHER CONDUCTED	IF NOT, ALTERNATIVE DATE	ACTIVITY	HOURS ALLOTTED	WHETHER CONDUCTED	IF NOT, ALTERNATIVE DATE	
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	Nove. 3 rd week	5	Brief Introduction to Governance - E-Governance meaning, definition, nature	E-Governance implementation	Teaching	05			Constitution Day	01			
	Nove. 4 th week	5	Scope, objectives and significance - Domains of E-Governance	Now a days.	Teaching	05							
2	Decm. 1 st week	5	Good Governance, Global trends in the growth of E-Governance		Slip test	01			Ambedkar Vardhanti	01			
	Dece. 2 nd week	5	E-Governance in India- National E-Governance, NIC, Implementations.		Teaching	05			Human Rights Day	01			
	Dece. 3 rd week	5	Network computing, cloud Governance, Data system, Human Resources,	nature of Human Resources in India	Slip test	01			Student Seminar	01			
	Dece. 4 th week	5	Legal and Technological Infrastructure, major projects and Initiatives.		MID-I Exams	01				01			

3	January 1 st week	5	Gyandoot, E-choupal, E-Bhoomi, E-Seva, CARD System	Analysis on E-System					Essay writing	01				
	January 2 nd week	5	E-Panchayat, Real-time Governance (RTG)						Assignment	01				
	January 3 rd week	5	Role of Information and Communication Technology in Admin	Study on IT	mid-II Exams	01			Student Seminar	01				
	January 4 th week	5	Effective delivery of services for public utilities through E-Governance.						National Voters Day	01				
4	February 1 st week	5	online filling of Complaints registration, Influence of conflicts, land records.		Slip test	01			Peer teaching	01				
	February 2 nd week	5	online payments of fees, easy access to information and E-Governance in Social Security						Assignment	01				
	February 3 rd week	5	welfare schemes. Direct transfer of benefits, Bio-metric Authentication - Aadhar	Analysis on welfare Schemes										
	February 4 th week	5	E-Governance under Information Technology Act		Slip test	01			Group discussion	01				
5	March 1 st week	5	Legal status for digital transactions - public-private partnership											
	March 2 nd week	5	Transparency and accountability at grass root level issues and challenges.						Debate	01				
	March 3 rd week	3	Digital divide, capacity building, cyber security, net working with NGOs.	Study on NGOs										

M. Reddy
SIGNATURE OF THE LECTURER

[Signature]
SIGNATURE OF THE HEAD OF THE DEPARTMENT

[Signature]
SIGNATURE OF THE PRINCIPAL
Principal
S.V.R.K. Govt. Degree College (N)
NIDADAVOLE - W.G.Dt.,

SVRK GOVERNMENT DEGREE COLLEGE :: NIDADAVOLE

TABLE -B- CURRICULAR PLAN - LECTURERE WISE

NAME OF THE LECTURER :
DEPARTMENT :
SEMESTER :

M. PADMAJA
POL. SCIENCE
V

CLASS: **IV. B.A** YEAR: **2022-2023**
PAPER: **GB- E-Governance 6-B**

SERIAL NUMBER	MONTH & WEEK	HOURS AVAILABLE	SYLLABUS TOPIC	ADDITIONAL INPUT /VALUE ADDITION	CURRICULAR ACTIVITY		CO-CURRICULAR ACTIVITY		REMARKS
					ACTIVITY	HOURS ALLOTTED	ACTIVITY	HOURS ALLOTTED	
1	2	3	4	5	6	7	10	11	14
1	Nove. 3 rd week	5	Brief Introduction to Governance - E-Governance meaning, definitions, nature	E-Governance Implementation	Teaching	05			
	Nove. 4 th week	5	Scope, objectives and significance - Domains of E-Governance	Now a days	Teaching	05			
2	Decm. 1 st week	5	Good Governance, Global Trends in the growth of E-Governance		slip test	01			
	Dece. 2 nd week	5	E-Governance in India - National E-Governance, NITe, Implementations.		Teaching	05			
	Dece. 3 rd week	5	Network computing, Cloud Governance, Data system, Human Resources.	nature of Human Resources in India	slip test	01			
	Dece. 4 th week	5	Legal and Technological Infrastructure major projects & Initiatives	India	mid-I Exams.	01			

3	January 1 st week	5	Gyandoot, E-choupal, E-bhoomi, E-seva, (CAAT)	Analysis on E-System			Essay writing	01	
	January 2 nd week	5	E-Panchayat, Realtime Governance (RTG)				Assignment	01	
	January 3 rd week	5	Role of IT & Communication Technology in Admin	Study on IT	mid - II exams	01	Student seminar	01	
	January 4 th week	5	Effective Delivery of services for public utilities				National Voters day	01	
4	February 1 st week	5	online, filling of Complaints registration		Slip task	01	Peer Teaching	01	
	February 2 nd week	5	online payments of fees, easy access to IT and Governance				Assignment	01	
	February 3 rd week	5	welfare Schemes - Direct Transfer of benefits - Aashwas	Analysis on welfare					
	February 4 th week	5	E Governance under Information Technology	Schemes	slip task	01	Group discussion	01	
5	March 1 st week	5	Legal status for digital transformations - public Private Partnership						
	March 2 nd week	5	Transparency and accountability at grass root level				Debate	01	
	March 3 rd week	3	Digital Divide, Capacity building, Cyber security not working - N.G.O.s						

SIGNATURE OF THE LECTURER

SIGNATURE OF THE HEAD OF THE DEPARTMENT

SIGNATURE OF THE PRINCIPAL
S.V.R.K. Govt. Degree College (M)
NIDADAVOLE - W.G.Dt.,



SVRK GOVERNMENT DEGREE COLLEGE :: NIDADAVOLE
TABLE - A - CURRICULAR PLAN - LECTURERE WISE

NAME OF THE LECTURER :
 DEPARTMENT :
 SEMESTER :

M. PADMAJA
Pol. Science
V

CLASS: **III B.A**

YEAR: **2022-2023**

PAPER: **7B- "Local Administration"**

SERIAL NUMBER	MONTH & WEEK	HOURS AVAILABLE	SYLLABUS TOPIC	ADDITIONAL INPUT /VALUE ADDITION	CURRICULAR ACTIVITY		CO-CURRICULAR ACTIVITY		REMARKS				
					ACTIVITY	HOURS ALLOTTED	WHETHER CONDUCTED	IF NOT, ALTERNATIVE DATE		ACTIVITY	HOURS ALLOTTED	WHETHER CONDUCTED	IF NOT, ALTERNATIVE DATE
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	Nove. 3 rd week	5	Local Govt- meaning, nature and Importance - Thoughts on Local Govts by - M. K. Gandhi		Teaching	05			Constitution Day	01			
	Nove. 4 th week	5	J. Nehru, Ambedkar Thoughts Imp Committees: Balwanth Rai Mehta		"	05							
2	Decm. 1 st week	5	Ashok mehta L. in Singhi Committee		"	05			Ambedkar Vakilkh	01			
	Dece. 2 nd week	5	De-centralisation of powers from the state to local institutions. #3 rd Conv & Annex		"	05			Human Rights Day	01			
	Dece. 3 rd week	5	#4 th Conv Ant Acts - Empowering local Govts - Decision Making powers.		Teaching	04			Student Seminar	01			
	Dece. 4 th week	5	Relationship between local govt authorities and central and state govt. service providers.		mid - I exams.	01							

3	January 1 st week	5	District collector in strength L&IS, Revenue existing avenues for local govt Grants, Aid and support from central and state Govts. Concepts of Local Govt Grants	Study on Grants						Essay writing		
	January 2 nd week	5								Assessment	01	
	January 3 rd week	5	Villager - poor analysis of village, existing conditions.	mid-II exams	01					Student Seminar	01	
	January 4 th week	5	Expected development of opp. the gap, natural govt & private resources.	Teaching						National Voters Reg	01	
4	February 1 st week	5	Year-wise planning, role of local Govts in implementation.							Peer Teaching	01	
	February 2 nd week	5	Welfare and development tal Programs - NGRS	clip test	01					Assignment	01	
	February 3 rd week	5										
	February 4 th week	5	SSSY, IAY & PURA challenges for local Admin financial Admin and political constraint	Study on Local Admin	clip test	01				Group discussion	01	
5	March 1 st week	5	need for elected representatives and other stake holders, Audit Training									
	March 2 nd week	5	Preparation of Reports, minutes & Documentation types of Reports.							Debate	01	
	March 3 rd week	3	methods of documentation best practices of Reporting on functioning of local Admin - JCT									

SIGNATURE OF THE LECTURER

SIGNATURE OF THE HEAD OF THE DEPARTMENT

SIGNATURE OF THE PRINCIPAL
S.V.R.K. Govt. Degree College (M)
NIDADAVOLE - W.G.Dt.,

SVRK GOVERNMENT DEGREE COLLEGE :: NIDADAVOLE
TABLE - B - CURRICULAR PLAN - LECTURERE WISE

NAME OF THE LECTURER : M. PADMAJA
 DEPARTMENT : Pol. Science
 SEMESTER : V

CLASS: IIB-A

YEAR: 2022-2023

PAPER: Local Administration - 7B

SERIAL NUMBER	MONTH & WEEK	HOURS AVAILABLE	SYLLABUS TOPIC	ADDITIONAL INPUT /VALUE ADDITION	CURRICULAR ACTIVITY		CO- CURRICULAR ACTIVITY		REMARKS
					ACTIVITY	HOURS ALLOTTED	ACTIVITY	HOURS ALLOTTED	
1	2	3	4	5	6	7	10	11	14
1	Nove. 3 rd week	5	Local Govt - meaning, nature and Importance, thoughts on local Govts by - M.K. Gandhi		Teaching	05	Constitution Day	01	
	Nove. 4 th week	5	J. Nehru, Ambedkar thoughts on local Govts. Balwant Mehta.		4	05			
2	Decm. 1 st week	5	Achok Mehta L.M. Singhai Committee.		4	05	Ambedkar Jayanti	01	
	Dece. 2 nd week	5	De-centralization of powers from the state to local Govts - 73 rd Con Amend.		4	05	Human Rights Day	01	
	Dece. 3 rd week	5	74 th Con Amendment Acts - Empowering local Govts - Decision making powers.		Teaching Clipboard	04 01	Student Seminar	01	
	Dece. 4 th week	5	Relationship between local govt authorities and central and state govt service providers.		MID-I Exam	01			

3	January 1 st week	5	District Collector in strength LGPS, Revenue raising avenues for local govt					Essay writing	01
	January 2 nd week	5	Grants, AID and support from central and state govt. Concepts of local govt	Study on Grants				Assignment	01
	January 3 rd week	5	village - SWOC Analysis of village, existing conditions.		mid - II exams	01		Student	01
	January 4 th week	5	Expected developments opp, gap material, govt. Teaching					National Voters day	01
4	February 1 st week	5	Year - wise planning, role of local govt in Imp development					Peer Teaching	01
	February 2 nd week	5	welfare and developmental progam - NGOs		clip text	01		Assignment	01
	February 3 rd week	5	SQSV, PAV & PURA						
	February 4 th week	5	challenges for local Admin. Financial Admin and Political Constant	Study on local	clip text	01		Group discussion	01
5	March 1 st week	5	need for elected representatives and other stake holders, Audit Training.	challenge					
	March 2 nd week	5	Preparation of Reports, minutes & Documentation Types & Reports					Debate	01
	March 3 rd week	3	methods of documentation Best practice of Reporting on functioning of local Admin - ETC						

SIGNATURE OF THE LECTURER

SIGNATURE OF THE HEAD OF THE DEPARTMENT

SIGNATURE OF THE PRINCIPAL
S.V.R.K. Govt. Degree College
NIDADAVOLE - W.G.Dt.,