

Government College for Girls, Unhani (Mahendergarh)

Teaching Lesson Plan

Department of Public Admisnistation

Class:- B.A. 3rd (5th Semester)

Course:- Urban Local Government

Session:- 2025-26 (22.07.2025 onwards)

S R No/Week	Day/ Month Year	Topic to be covered
1.	1 st week of August	Meaning and significances of local government in India
2.	2 nd week of August	Meaning And significance of urban local government
3.	3 rd week of August	Urban local government in ancient medical and modern Times
4.	4 th week of August	Urban local government after independence
5.	1 st week of September	Assignment & test
6.	2 nd week of September	Municipal corporation meaning composition and function
7.	3 rd week of September	Financial resources of municipal corporation States control upon municipal corporation
8.	4 th week of September	Mayor, Muncipal commissioner Assignments
9.	1 st week of October	Muncipal council function and power of municipal councils
10.	2 nd week of October	Financial resources of municipal council financial difficulties and suggestion of improvements
11.	3 rd week of October	Diwali Vacation as per IGU calendar
12.	4 th week of October	Municipal committee functions and power of executive officer
13.	1 st week of November	Municipal personal suggestion for reforms in condition of municipal employees
14.	2 nd week of November	Other institution of local government working in urban areas town area committee notified area committee cantonment board improvement test and trust
15.	3 rd week of November	Town and country planning, 74 constitutional amendment
16.	4 th week of November	Urban Government and good governance
17.	December	Semester End examinations as per University Academic Calendar.


Sushma Yadav

Assistant Professor,
Department of Public Administration

Government College for Girls, Unhani (Mahendergarh)

Teaching Lesson Plan

Department of Public Administration

Class: - B.A. 1st (Minor) (1st Semester)

Course: - Issues of Public Administration

Session: - 2025-26

S R No/Week	Day/ Month Year	Topic to be covered
1.	1 st week of August	Accountability in Public Administration
2.	2 nd week of August	Parliamentary control over Administration
3.	3 rd week of August	Executive control over Administration
4.	4 th week of August	Judiciary Control over Administration
5.	1 st week of September	Presentation and Test
6.	2 nd week of September	Administrative Agencies for checking corruption Lokpal
7.	3 rd week of September	Lokayukt Assignment-1
8.	4 th week of September	Central Bureau of Investigation
9.	1 st week of October	Good Governance
10.	2 nd week of October	Right to Information Act 2005 presentation
11.	3 rd week of October	Diwali Vacations
12.	4 th week of October	Political and Permanent Executive
13.	1 st week of November	Generalist and Specialist Relationship
14.	2 nd week of November	Administrative Reforms
15.	3 rd week of November	Test and Assignment
16.	4 th week of November	revision of whole syllabus



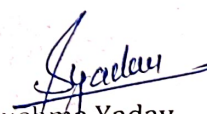
Sushma Yadav

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Government College for Girls, Unhani (Mahendergarh)
Teaching Lesson Plan
Department of Public Administration
Class: - B.A. 1st Year (1st Semester)
Course: - Elements of Public Administration
Session: - 2025-26

S R No/Week	Day/ Month Year	Topic to be covered
1.	1 st week of August	Public Administration: Evolution, Meaning, Nature and Scope.
2.	2 nd week of August	Significance of Public Administration and its relation with Political Science, Economics and law.
3.	3 rd week of August	Public and Private Administration.
4.	4 th week of August	New Public Administration. Test-1
5.	1 st week of September	New Public Management.
6.	2 nd week of September	Meaning and Basis of Organization. Assignment-1
7.	3 rd week of September	Principals of organization: Hierarchy, span of control.
8.	4 th week of September	Co-ordination and supervision and control.
9.	1 st week of October	Communication and Delegation. Test -2
10.	2 nd week of October	Centralization and Decentralization assignment.
11.	3 rd week of October	Forms of Organization: Formal and Informal Group Discussion
12.	4 th week of October	Diwali Vacation as per IGU calendar
13.	1 st week of November	Department and board, corporation and commission Independent Regulatory Commission Assignment-2
14.	2 nd week of November	Chief Executive: Meaning, type and role, Line staff and Auxiliary Agencies Presentation
15.	3 rd week of November	Diwali Vacation as per IGU calendar
16.	4 th week of November	Public Relations: Meaning, means and significance


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