

SEMESTER – V
ADMINISTRATIVE LAW

1. Course Description

Programme : BA

Course Code : U20/PUB/DSC/502

Course Type : DSC

No. of credits : 5

Max. Hours : 75

Hours per week : 5

Max. Marks : 100

2. Course Objectives:

1. Understand the basic concepts of administrative law.
2. To examine mechanisms of administrative law.

3. Course Outcomes

On completion of the course the student will be able to:


CO 1: Understand the concept, nature, scope and growth of administrative law. (Understand)

CO 2: Understand the mechanism of administrative law. (Understand)

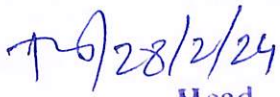
CO 3: Outline the concept of delegated legislation, tribunals and adjudication. (Understand)

CO 4: Understand the Indian Judicial System and important aspects of Judicial control over administration. (Understand)

CO 5: Understand the concept of the Ombudsman system and the powers and functions of Lokpal and Lok ayukta. (Evaluate)


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4. Course Content**Module I – Concept, Growth and Rationale****15 HOURS**

- a. Administrative Law: Concept, Nature and Scope
- b. Growth of Administrative Law: Rationale and Significance
- c. Administrative Law in India: Constitutional Law and Administrative Law

Module II – Mechanism of Administrative Law**15 HOURS**

- a. Rule of Law: Concept, mechanism and principle of natural justice.
- b. Judicial Review of Administrative Action.
- c. Administrative Law and Policy Effectiveness.

Module III – Delegated Legislation, Tribunals and Adjudication**15 HOURS**

- a. Delegated Legislation: Rational, Advantages and Disadvantages
- b. Administrative Tribunals: Meaning, types and central administrative tribunal
- c. Administrative Adjudication: Causes of Growth, Advantages and Disadvantages

Module IV - Judicial Administration**15 HOURS**


- a. Indian Judicial System: Introduction and Judicial System in India.
- b. Judicial Control over Administration :Scope and forms of judicial control over administration.
- c. Administrative law, Public Interest Litigation (PIL), Legal Aid and Nyaya Panchayats.

Module V - Ombudsman and Lok Pal**15 HOURS**

- a. Ombudsman: Concept and Origin/ Genesis
- b. Central Vigilance Commission: Structures, Functions and Role
- c. Lok Pal and Lok Ayukta in India: Composition, Powers and Functions



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5. Reference Books:

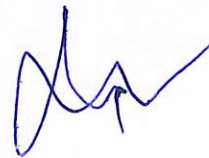
- A. Avasthi and S. R. Maheshwari, Public Administration, Agra: Lakshmi Narain Agarwal, 2014.
- D. R. Sachdeva and Meena Sogani, Public Administration: Concepts and Application, New Delhi: Associated Publishing House, 1990.
- I. P. Massey, Administrative Law, Lucknow: Eastern Book Publishers, 2000.
- J. A. G. Griffith, eds., From Policy to Administration, Great Britain: Aldine Press, 1976.
- M. P. Sharma and B. L. Sadana, Public Administration in Theory and Practice, Allahabad: Kitab Mahal, 2000.
- Om Prie Srivastava, Public Administration and Management: The Broadening Horizons, Bombay: Himalaya Publishing House, 1991.
- Rumki Basu, Public Administration: Concepts and Theories, New Delhi: Sterling, 1990.
- Vishnoo Bhagwaan and Vidya Bhushan, Public Administration, New Delhi: S. Chands Company, 1961.



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6. Syllabus Focus



a) Relevance to Local, regional, National and Global Development Needs

<p>Local / Regional / National/ Global Development Needs (Mention any ONE at a time)</p>	<p>Relevance (Describe how the course addresses the need) Maximum 15 words</p>
<p>National</p>	<p>It provides the students with the comprehensive understanding of the legal framework in country's governance practices.</p>

b) Components on Skill Development / Entrepreneurship Development/ Employability

SD/ED/EMP	Syllabus Content	Description of Activity
<p>(Mention any ONE of the above at a time)</p>	<p>(Mention Module part content applicable)</p>	<p>(Activity that will be conducted in class to support the focus of SD/ED/EMP in the syllabus content)</p>
<p>SD</p>		<p>Case studies.</p>


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S. No	Student Centric Methods Adopted	Type / Description of Activity
1.	Seminar Presentation	Participative Learning
2.	Quiz	Experiential Learning
3.	Group Discussion	Participative Learning
4.	Club Activities	Participative Learning


8. Course Assessment Plan

d) Weightage of Marks in Continuous Internal Assessments and End Semester Examination

COs	Continuous Internal Assessments - CIA (40%)	End Semester Examination - (60%)
CO1	} CIA-1	End Semester examination
CO2		
CO3	} CIA-2 Presentation CIA-2 Quiz, Written Test, Assignment	
CO4		
CO5		


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b) Model Question Paper – End Semester Exam

ADMINISTRATIVE LAW

Course Code: U24/PUB/DSC/502

Max Marks: 60

Credits: 5

Time: 2 Hrs

SECTION A – INTERNAL CHOICE				5 Q X 10 M = 50 M
ANSWER ANY ONE QUESTION FROM EACH MODULE				
Question Number	Module	Question	CO	BTL (Blooms Taxonomy Level)
1	Module 1	Explain the concept and scope of Administrative Law.	CO 1	BL 2
2	Module 1	Describe the constitutional law and administrative law in India in detail.	CO 1	BL 2
3	Module 2	Outline the concept of rule of law and principles of natural justice.	CO 2	BL 2
4	Module 2	How would you summarize administrative law and policy effectiveness?	CO 2	BL 2
5	Module 3	Define delegated legislation. Explain the rationale behind delegated legislation.	CO 3	BL 2
6	Module 3	Explain the types of Administrative tribunals and write a note on the Central Administration Tribunal.	CO 3	BL 2
7	Module 4	Write an essay on the judicial system in India.	CO 4	BL 2
8	Module 4	Describe the scope and forms of judicial control over administration.	CO 4	BL 2
9	Module 5	Explain the concept and origin of the ombudsman.	CO 5	BL 5
10	Module 5	The Central Vigilance Commission is the watchdog in controlling the corruption. Explain.	CO 5	BL 5

SECTION B				5 Q X 2 M = 10 M
ANSWER ANY FIVE QUESTIONS				
Question Number	Module	Question	CO	BTL (Blooms Taxonomy Level)
11	Module 1	Administrative law.	CO 1	BL 1
12	Module 2	Judicial review.	CO 2	BL 1
13	Module 3	Administrative adjudication.	CO 3	BL 1
14	Module 4	Public Interest Litigation (PIL).	CO 4	BL 1
15	Module 5	Lokpal.	CO 5	BL 1
16	Any Module	Nyaya Panchayat	Relevant CO	BL 1
17	Any Module	Judicial writs	Relevant CO	BL 1

SEMESTER - V**ANCIENT WORLD CIVILIZATIONS****1. Course Description**

Programme: BA
 Course Code: U24/HIS/DSE/502
 Course Type: DSE
 No. of credits:5

Max. Hours:75
 Hours per week:5
 Max. Marks:100

2. Course Objectives

- To acquire knowledge about the evolution of human society
- To understand transformation of ancient civilizations like Mesopotamia, Greece, China, Roman, and India
- To compare to each and other among the several societies of the world.

3. Course Outcomes

On completion of the course the student will be able to:

CO1: Understand evolution of human society and transformation of ancient civilizations.

(UNDERSTAND)

CO2: Analyse features of Egyptian civilization. **(ANALYSE)**

CO3: Evaluate contributions of classical Greece. **(EVALUATE)**

CO4: Illustrate the rise and significance of Roman Empire. **(UNDERSTAND)**

CO5: Compare and Contrast the Asian civilizations. **(ANALYSE)**

4. Course Content

MODULE I: History of Early World Civilization **15 (Hours)**

Mesopotamia Civilization: Fertile Crescent, Sumerian, Babylonian and Assyrian: State system, Economy, Society, Religion, Law, Architecture, Administration and Education.

MODULE II: Egyptian Civilization: Geographical features **15(Hours)**

Age of Pyramids- Imperial Kings- Political development, Economic Development, Society-culture, Literature, Art, Architecture and Religion-Advances in Scientific Knowledge.

MODULE III: Classical Greece **15 (Hours)**

Homer Age: Evolution of classical Greece - Athens, Sparta - Greece: Persian war and the Peloponnesian war- The Periclean Age in Greece, growth of state and society, city- states, democracy, development of science, literature, Art and Philosophy.

MODULE IV: Roman Empire **15(Hours)**

Origin of Rome - Rise and Evolution: Roman Republic and Roman law- Expansion of Rome- Imperial Age in Rome-political administration-culture- language-art-architecture-fall of Roman Empire

MODULE V: Indian and Chinese Civilization **15 (Hours)**

Polity, Society, Economy, Religion, Philosophy Science and Technology- Indus Valley Features- Significance.

5. References

1. Arnold J Toynbe: A study of History, Vol I to XII, 1934-1961, Reprint; OUP USA, 1988
2. Childe, V.G.: What happened in History, Penguin Pub, 1967.
3. Durrant Will: an age of Faith, 1950, reprint 1980.
4. Durrant Will: Our Oriental Heritage: The Story of Civilization, II Volume.
5. Frankfort Henri: The Birth of Civilization to the Near East, Indians Uni, Press, 1951.
6. Goyal, S.R: Vishwa Ki Pracheen Sabhyatayen, Kusumanjali Prakashan, 1963.
7. Nicholas, David: The Evolution of the Medieval World, Society, Government and thought in Europe, 312-1500, Rout ledge, 1992.
8. Ray, U.N.: Vishwa Sabhyata Ka Itihas, Lok Bharti Prakashan, 2017.
9. Swain J.E: A History of World Civilization, McGraw Book, New York, 1938, reprint, S. Chand, New Delhi 2000.
10. Trever, A. Albert: History of Ancient Civilization Harcourt, Brace, 1936.
11. Wells, H.G: The Outline of History, George Newness Revised Edition 197

6. Syllabus Focus

a) Relevance to Local, Regional , National and Global Development Needs

Local /Regional/National /Global Development Needs (Mention any ONE at a time)	Relevance (Describe how the course addresses the need) Maximum 15 words
Global	Tracing evolution of society and modern states, identities and regions.

b) Components on Skill Development/Entrepreneurship Development/Employability

SD/ED/EMP (Mention any ONE of the above at a time)	Syllabus Content (Mention Module No. or part content applicable)	Description of Activity (Activity that will be conducted in class to support the focus of SD/ED/EMP in the syllabus content)
SD	Module I	Essay writing
SD	Module II	Presentation
SD	Module V	Group Discussion

7. Pedagogy

S. No	Student Centric Methods Adopted	Type / Description of Activity
1.	Experiential Learning	Quiz
2.	Participative Learning	GD
3.	Problem solving	Case study

8. Course Assessment Plan**a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination**

CO	Continuous Internal Assessments CIA - 40%	End Semester Examination-60%
CO1	CIA1-Written Exam	Written Exam
CO2	CA II-Written Exam	
CO3	CA 2- Presentation	
CO4	CA 2- Assignment	
CO5	CA 2-Skill test	

b) Model Question Paper- End Semester Exam

ANCIENT WORLD CIVILIZATIONS

SECTION A - INTERNAL CHOICE				5 Q X 10 M = 50 M	
Question Number	Question	Question	CO	BTL(Blooms Taxonomy Level)	
1	Module 1	Explain rise of ancient civilization	CO 1	BL 2	
2	Module 1	Demonstrate features of Mesopotamia civilization	CO 1	BL 2	
3	Module 2	Analyse age of Pyramids	CO 2	BL 4	
4	Module 2	Examine the contribution to society and culture	CO 2	BL 4	
5	Module 3	Evaluate the growth of city states	CO 3	BL 5	
6	Module 3	Build an argument to support the term classical Greece	CO 3	BL 5	
7	Module 4	Explain the rise of Roman Empire	CO 4	BL 2	
8	Module 4	Illustrate the role Ceaser in Roman Empire	CO 4	BL 2	
9	Module 5	Compare and contrast the Chinese and Indian civilization	CO 5	BL 4	
10	Module 5	Analyse IVC	CO 5	BL 4	
SECTION B - ANSWER ANY 5 OUT OF 7 (To compulsorily have ONE question from each module)				5 Q X 2 M = 10 M	
11	Module 1	Fertile Crescent	CO 1	BL 1	
12	Module 2	Pyramid	CO 2	BL 1	
13	Module 3	Athens	CO 3	BL 1	
14	Module 4	Roman Republic	CO 4	BL 1	
15	Module 5	Dancing Girl	CO 5	BL 1	
16	Module1	Sumeria	CO 1	BL 1	
17	Module5	TJAC	CO 5	BL 1	

SEMESTER - V

GENERIC ELECTIVE

CONFLICT AND PEACE STUDIES

1. Course Description

Programme: B.A
Course Code: U20/POL/GE/501
Type of Course: GE
No. of Credits: 4

Max.Hours : 60
Max.Marks: 100
Hours per week: 4

2. Course Objective

- Outline various issues, concepts and evolution of Conflict and evolution of Peace building
- Understand the context of conflict
- Understand the role of Gender in Conflict

3. Course Outcome

- CO1 -Students will understand the issues and concepts of Conflict and Peace Building
CO2 -Students will be aware of the various methods and tools of conflict resolution
CO3 -Students will be able to determine and design peace-building process is best suited for conflict situations
CO4 - Students will be able to critically evaluate the role of Gender in conflict and peace building

4. Course Content

Module I – Concepts (15 Hours)

1. Understanding Conflict
2. Peace
3. Conflict Analysis

Module II – Dimensions and Sites of Conflict (15 Hours)

1. Local, Sub-National and International sites of Conflict
2. Economic Conflict
3. Socio-cultural conflict

Module III -Strategies for Peace (15 Hours)

1. Conflict Resolution and Management
2. Non-Violence
3. Peace Movements

Module IV - Gender, Conflict and Peace building (15 Hours)

1. Women and Violence
2. Women's Role in Peacebuilding
3. Case Studies - Sri Lanka, Palestine



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5. Suggested Readings

- Bell, C. and O'Rourke C. (June 2007). The People's Peace? Peace Agreements, Civil Society, and Participatory Democracy. *International Political Science*, 28(3),293-324.
- Galtung, J. (1964). Violence, Peace and Peace Research. *Journal of Peace Research*, 6(3), 167-191 Retrieved from <http://jpr.sagepub.com/content/6/3/167.citation> 22.03.2014
- Goodhand, J. and Lewer N. (February, 1999). Sri Lanka: NGOs and Peace-Building in Complex Political Emergencies. *Third World Quarterly*, Complex Political Emergencies, 20(1), 69-87.
- Richmond, O. P. (Winter 2001).Rethinking Conflict Resolution: The Linkage Problematic Between "Track I" and "Track II". *The Journal of Conflict Studies*, XXI(2).
- Carey, H.F. and Richmond O.P. (ed.) (2003). *Mitigating Conflict: The Role of NGOs*, (Portland: Frank Cass Publisher).
- Ho-Won Jeong (2017). *Peace and Conflict Studies: An Introduction*. (New York: Routledge).
- Lederach, J. P. (1997). *Building Peace: Sustainable Reconciliation in Divided Societies*. (Washington DC: United States Institute of Peace Publication).
- Maoz, I. (Spring 2006). Peace Building in Violent Conflict: Israeli-Palestinian Post-Oslo People-to-People Activities. *International Journal of Politics, Culture, and Society*, 17(3), 563-574.
- Newman, E. and Richmond O. (2006).*Challenges to Peacebuilding: Managing Spoilers during Conflict Resolution*. (Tokyo:United Nations University Press).
- Oberschall, A. (2007).*Conflict and Peace Building in Divided Societies: Responses to Ethnic Violence*. (Abingdon: Routledge).
- Paffenholz, T. (2011).*Civil Society & Peace Building: A Critical Assessment*. (New Delhi: Viva Books Private limited).

a)Relevance to Local , Regional , National and Global Development Needs

Local /Regional/National /Global Development Needs	Relevance
Local	Local Context of Conflict
Regional	Regional Arenas of Conflict
Global	International Conflict Resolution Mechanisms

b)Components on Skill Development/Entrepreneurship Development/Employability

SD/ED/EMP	Syllabus Content	Description of Activity
SD	Module III	Presentation
EMP	Module IV	Case Study

7. Pedagogy

S. No	Student Centric Methods Adopted	Type / Description of Activity
1.	Experiential Learning	Quiz
2.	Participative Learning	Presentation
3.	Problem Solving	Case Study

8. Course Assessment Plan**a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination**

CO	Continuous Internal Assessments CIA - 40%	End Semester Examination-60%
CO1	CIA -I Presentation	End Semester Exam
CO2	CIA - II Skill Test	
CO3		
CO4		

b) Model Question Paper- End Semester Exam**CONFLICT AND PEACE STUDIES**

TIME: 2 Hour

Course Code:U20/POL/GE/501

MAX.MARKS: 60

SECTION A

Marks – 4x10= 40

1. What is positive and negative peace?
OR
2. What is the difference between conflict resolution and conflict transformation?
3. Explain the various sights of conflict
OR
4. Explain economic conflict
5. What is Multi-track Diplomacy? Explain using examples
OR
6. Explain the role of women in peacebuilding using case studies
7. How can we achieve sustainable peace?
OR
8. What are the various forms of socio-cultural conflict?



SECTION B

Marks – 4x5= 20

9. Structural Violence
10. Local Conflict
11. Peace Movements
12. Role of Women in conflict resolution in Sri Lanka
13. One example of Subnational conflict
14. Nonviolence

c) Question Paper Blueprint

Modules	Hours Allotted in the Syllabus	COs Addressed	Section A (No. of Questions)	Total Marks
1	10	CO1	2	15
2	10	CO2	2	15
3	10	CO3	2	15
4	10	CO4	2	15

9. CO-PO Mapping

CO	PO	Cognitive Level	Classroom sessions(hrs)
1		Understand	10
2		Evaluate	10
3		Create	10
4		Evaluate	10

Prepared by	Checked & Verified by	Approved by
Dr. Sinjini Bhattacharya <i>Sinjini</i>	Dr. Afshan Shireen <i>[Signature]</i>	Dr. Uma Joseph <i>[Signature]</i>

SEMESTER - V**DISCIPLINE SPECIFIC ELECTIVE
GLOBAL POLITICS****1. Course Description**

Programme: B.A

Course Code: U24/POL/DSE/501

Type of Course: DSE

No. of Credits: 5

Max Hours : 75

Max Marks: 100

Hours per week: 5

2. Course Objective

- To acquaint students with various issues
- To examine the importance of international political economy and its institutions
- To critically analyze security issues of current importance

3. Course Outcome

On completion of the course the student will be able to:

CO1 - Understand the changes in international relations post the end of Cold War (**Understand**)

CO2 - Identify the various institutions in world politics and justify their importance in the context of globalization (**Analyze**)

CO3 - Evaluate the critical issues in contemporary IR (**Evaluation**)

CO4 - Critically analyse the basis of India's Foreign Policy (**Analysis**)

CO5 -Evaluate the critical issues in India's Foreign policy concerns (**Evaluation**)

4. Course Content

MODULE I: Conceptualization of Contemporary World Politics (15 Hours)

1. International Relations in the Post-Cold War Era.
2. Globalization – Social, Political, Cultural and Economic.
3. Neo-Colonialism

MODULE II: International Political Economy (IPE) (15 Hours)

1. Rise of IPE in IR
2. The Bretton Woods System - The World Bank, IMF and WTO.
3. North-South Dialogue, G20

MODULE III: Issues in International Relations (15 Hours)

1. Environment and Climate change.
2. Terrorism
3. Human Rights

MODULE IV: Basics of India's Foreign Policy (15 Hours)

1. Determinants of India's Foreign Policy
2. Objectives and Principles

MODULE V: Evolution of India's Foreign Policy (15 Hours)

1. Look East to Act East
2. India's Engagement with multipolar world
3. Nuclear Policies



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5. Suggested Readings

1. Bayles, John and Smith, Steve (ed) (2013) – *Globalization of World Politics*. New Delhi: Oxford University Press.
2. Calvacoressi, Peter. (2009) – *World Politics since 1945* (9th edition) New Delhi. Longman
3. Chatterjee, Anik. (2010) – *International Relations today: Concepts and Applications*. New Delhi. Pearson.
4. Ghosh, Peu. (2013) – *International Relations*. New Delhi. PHI Learning Pvt. Ltd
5. Hobsbawm, E. (1995) – *Age of Extreme: The short 20th Century, 1914 – 1991*. London: Abacus
6. Jackson, Robert and Sorenson George (2013) – *Introduction to International Relations: Theories and Approaches*, Fifth Edition. New Delhi: Oxford University Press India.
7. Keohane, R.O. and Nye, (1991) – '*Transgovernmental Relations and the International Organization*' in Smith, M. and Little, R (ed) *Perspectives on World Politics*. New York: Routledge.
8. Moore, John Allphin, and Purbantz, Jerry (2016) – *The New United Nations: International Organization in the 21st Century*. New York: Routledge.
9. Nicholson, M. (2002) – *International Relations: A concise Introduction*. New York: Palgrave.
10. Tailor, A.J.P (1961) – *The Origins of the Second World War*. Harmondsworth: Penguin .
11. Khanna V.K., Kumar Leslie (2018) *Foreign Policy of India*. New Delhi . Vikas Publishing House

a)Relevance to Local , Regional , National and Global Development Needs

Local /Regional/National /Global Development Needs	Relevance
National	India's Foreign Policy Perspective
Regional	India's Role in Regional Bilateral and Trilateral initiative
Global	The international economic relations and issues in international politics

b)Components on Skill Development/Entrepreneurship Development/Employability

SD/ED/EMP	Syllabus Content	Description of Activity
SD	Module II	Presentation
EMP	Module IV and V	Research

S. No	Student Centric Methods Adopted	Type / Description of Activity
1.	Experiential Learning	Quiz
2.	Participative Learning	Seminar
3.	Problem Solving	Case Study

8. Course Assessment Plan

a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination

CO	Continuous Internal Assessments CIA - 40%	End Semester Examination-60%
CO1	CA-I	End Semester Exam
CO2	CA-I	
CO3	CIA I - Skill Test	
CO4	CIA II - Assignment	
CO5		

GLOBAL POLITICS

TIME: 2Hr

Course Code: U20/POL/DSE/501

MAX.MARKS: 60

Section A

Answer the following:

Marks – 5x10 = 50

1. Do you believe that in a globalized world the role of states has decreased? Justify your answer

OR

2. Critically examine the changes in global politics post-cold war.
3. Evaluate the rise and fall of the Bretton woods system

OR

4. Explain the various traditional and alternative approaches to the study of IPE
5. Examine the major steps taken to combat climate change induced treats at the global level

OR

6. Critically examine the role of UN in protecting Human rights
7. India's foreign policy is a culmination of its history, geography and many related factors. Do you agree? Comment.

OR

8. Do you think the core values of India's foreign policy hold true even today? Analyze.
9. Comment on the evolution of India's foreign policy from Look East Act East

OR

10. Critically examine India's engagements with various intergovernmental organizations .



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Answer Any Five of the following

Marks – 5x2=10

11. Neocolonialism
12. TRIPS
13. Energy Security
14. NAM
15. NPT
16. IMF
17. Narco Terrorism

c) Question Paper Blueprint

Modules	Hours Allotted in the Syllabus	COs Addressed	Section A (No. of Questions)	Total Marks	Section B (No. of Questions)	Total Marks
1	15	CO-1	2	10	1	2
2	15	CO-2	2	10	1	2
3	15	CO-3	2	10	1	2
4	15	CO-4	2	10	1	2
5	15	CO-5	2	10	1	2



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SEMESTER - V

INDIA AND THE WORLD

1. Course Description

Programme : B.A

Course Code: U24/POL/DSE/502

Type of Course: DSE

No. of Credits: 5

Max.Hours : 75

Max.Marks: 100

Hours per week: 5

2. Course Objective

- To understand the emergent issues of India's foreign policy
- To critically evaluate India's relations with big powers and neighbours

3. Course Outcome

On completion of the course the student will be able to:

CO1 -Identify, explain and evaluate determinants of India's foreign policy (Understand)

CO2 -Critically evaluate India's relation with major powers of the world India's position in various multilateral platforms (Evaluate)

CO3 -Determine the key issues that affect India's relation with its neighbours (Analyze)

CO4- Critically look at the key areas of interest for India's foreign policy (Analyze)

CO5 - Evaluate the importance of multilateralism in India's foreign policy (Analyze)

4. COURSE CONTENT**MODULE I: Determinants and Principles of India's Foreign Policy (15 Hours)**

1. Domestic and International sources of India's Foreign Policy.
2. Objectives and Principles.
3. NAM: India and Non-Alignment; Relevance of the NAM.

MODULE II: India's Relations with major States (15 Hours)

1. India's relations with the US and Russia.
2. India's Relations with China and Japan.

MODULE III: India and South Asian States (15 Hours)

1. India's Relations with Afghanistan, Bangladesh, Bhutan, Maldives, Nepal Pakistan and Sri-Lanka, Myanmar: Main Issues

MODULE IV: India's Security Challenges (15 Hours)

1. Terrorism.
2. Energy Security.
3. Nuclear Policy.

MODULE V: India and Multilateralism (15 Hours)

1. India and the EU
2. India and the ASEAN.
3. BRICS and its aspirations
4. India in the UN

5. Suggested Readings

1. Bandopadhyay, J. (1970) – *Making on India's Foreign Policy*. New Delhi: Allied Press.
2. Bajpayee, Kanti and Pant, Harsh V. (ed) (2013) – *Critical Analysis of India's Foreign Policy*. New Delhi: Oxford University Press.
3. Cohen, Stephen (2001) – *India: Emerging Power*. US: Brookings Institution Press.
4. Ganguly, Sumit (2014) – *India's Foreign Policy: Retrospect and Prospect*. New York: Routledge.
5. Ganguly, Sumit (ed) (2003) – *India as an Emerging Power*. London: Frank Cass.
6. Mishra, K.P. (ed) (1969) – *Studies in India's Foreign Policy*. New Delhi: Vikas Publications.
7. Nayar, B.R. and Paul, P.V. (2003) – *India in the World Order*. New York: Cambridge University Press.

8. Bertsch, G.K. and Gahlaut, S. (ed) (1999) – *Engaging India: US – Strategic Relations with the World's largest Democracy*. New York: Routledge.
9. Dutt, V.P. 2002 – *India's Foreign Policy in a Changing World*. New Delhi: Vikas Publications.
10. Pant, H.V. (ed) (2009) – *India's Foreign Policy in the UniPolar World*. New Delhi: Routledge.
11. Man Singh, Lalit (ed) (1997) – *India's Foreign Policy: Agenda for the 21st Century*. New Delhi: Konark Publications.
12. Dixit, J.N (2001) - *India's Foreign Policy – Challenge of Terrorism Fashioning Interstate Equations*. New Delhi: Gyan Publishing.
13. Singh, V.K. (2010) – *India's Energy Security: The Changing Dynamics*. New Delhi: Pentagon Energy Press.
14. Sikri, Rajiv (2009) – *Challenge and Strategy: Rethinking India's Foreign Policy*. New Delhi: Sage Publications.
15. Khanna V.K., Kumar Leslie (2018) *Foreign Policy of India*. New Delhi . Vikas Publishing House

6.Syllabus Focus

a)Relevance to Local , Regional , National and Global Development Needs

Local /Regional/National /Global Development Needs	Relevance
Local	The Course addresses India's foreign policy principles, objectives
National	The national determinants of India's foreign policy
Regional	The Course helps understand India's relation with regional powers
Global	The Course addresses India's relations with global powers and its interests at the internati

b) Components on Skill Development/Entrepreneurship Development/Employability

SD/ED/EMP	Syllabus Content	Description of Activity
SD	Module II, III	Research
EMP	Module V	Presentation

7. Pedagogy

S. No	Student Centric Methods Adopted	Type / Description of Activity
1.	Seminar Presentation	Participative Learning
2.	Quiz	Experiential Learning
3.	Group Discussion	Participative Learning

8. Course Assessment Plan**a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination**

CO	Continuous Internal Assessments CIA - 40%	End Semester Examination-60%
CO1	CIA-1	End Semester Exam
CO2	CIA-1	
CO3	CIA-2 Skill Test	
CO4	CIA-2 Presentation	
CO5		

b) Model Question Paper- End Semester Exam

India and the World

TIME: 2Hr

Course Code: U24/POL/DSE/502

MAX.MARKS: 60

Section A

Answer the following:

Marks – 5x10 = 50

1. What are the objectives and principles of India's foreign policy?

OR

2. Critically analyse the relevance of NAM in current global politics
3. Critically evaluate the changes in India-US relations

OR

4. Post-colonial Sovereignty has played a major role in shaping India-China relations - Elaborate
5. What are the major factors determining relations between India and Sri Lanka?

OR

6. Pakistani irredentism and India's postcolonial sovereignty have played major roles in shaping Indo-Pakistan relations - Justify
7. Critically evaluate India's counter-terrorism policy

OR

8. Identify the major issues in India's energy security
9. India-EU relations is a story of missed opportunities - explain

OR

10. India's look east and act east policies have had a major impact on its position as a regional superpower - justify

Section B

Answer Any Five of the following

Marks – 5x2=10

11. Objective of India's foreign policy
12. Indo-Japan relations

13. Indo-Myanmar relations
14. Nuclear Policy
15. India-BRICS relations
16. India-Afghanistan Relations
17. Indo-Bhutan Relations

c) Question Paper Blueprint

Module s	Hours Allotted in the Syllabus	COs Addressed	Section A (No. of Questions)	Total Marks	Section B (No. of Questions)	Total Marks
1	15	1	2	10	1	2
2	15	2	2	10	1	2
3	15	3	2	10	1	2
4	15	4	2	10	1	2
5	15	5	2	10	1	2

9. CO-PO Mapping

CO	PO	Cognitive Level	Class room sessions(hrs)
1		Understand	15
2		Evaluate	15
3		Examine	15
4		Analyse	15
5		Interpret	15

Prepared by	Checked & Verified by	Approved by
Dr. Sinjini Bhattacharya <i>Sinjini</i>	Dr. Afshan Shireen <i>Afshan</i>	Dr. T. Uma Joseph <i>T. Uma Joseph</i>

SEMESTER - V

INTERGOVERNMENTAL ORGANIZATIONS

1. Course Description

Programme: BA
Course Code: U24/POL/SEC/501
Course Type: SEC
No. of credits: 2

Max. Hours: 30
Hours per week: 2
Max. Marks: 50

2. Course Objectives

- To acquaint students with the United Nations
- To acquaint students various regional and intergovernmental organizations

3. Course Outcomes

On completion of the course the student will be able to:

- CO1: Illustrate the role and importance of UN in global politics
CO2: Demonstrate the importance of regional and intergovernmental

4. Course Content

MODULE I: UNITED NATIONS

- Organs - Structure and Functions
- Role and significance in global politics

MODULE II: Regional and Intergovernmental Organizations

- ASEAN
- SAARC
- BRICS

5. References

1. Bayles, John and Smith, Steve (ed) (2013) – *Globalization of World Politics*. New Delhi: Oxford University Press.
2. Chatterjee, Anik. (2010) – *International Relations today: Concepts and Applications*. New Delhi. Pearson.
3. Ghosh, Peu. (2013) – *International Relations*. New Delhi. PHI Learning Pvt. Ltd
4. Keohane, R.O. and Nye, (1991) – 'Transgovernmental Relations and the International Organization' in Smith, M. and Little, R (ed) *Perspectives on World Politics*. New York: Routledge.

6. Syllabus Focus

a) Relevance to Local , Regional , National and Global Development Needs

Local /Regional/National /Global Development Needs	Relevance
Regional	The syllabus addresses the importance of regional organizations
Global	The Syllabus addresses the role and functions of the UN



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b) Components on Skill Development/Entrepreneurship Development/Employability

SD/ED/EMP	Syllabus Content	Description of Activity
SD	Module I and II	Case Study
EMP	Module I and II	Research

7. Pedagogy

S. No	Student Centric Methods Adopted	Type / Description of Activity
1.	Experiential Learning	Project
2.	Participative Learning	Group Discussion

8. Course Assessment Plan**a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination**

CO	Continuous Internal Assessments CIA - 40%	End Semester Examination-60%
CO1	Presentation	Written Exam
CO2	Project	

b) Model Question Paper- End Semester Exam

INTERGOVERNMENTAL ORGANIZATIONS

TIME: 1 Hour
MAX.MARKS: 30

Course Code:U24/POL/SEC/501

Answer Any Five Marks – 5x6 = 30

1. Critically evaluate the role of Security Council in global politics
2. Examine the organization and functions of International Court of Justice
3. Is the UN able to fulfil its role of maintaining peace and security? Comment.
4. What are the main goals of ASEAN? Examine its functioning.
5. What are the main reasons for the non-performance of SAARC?
6. Examine the effect of BRICS expansion.
7. What is the role of the General assembly in global politics?

c) Question Paper Blueprint

Modules	Hours Allotted in the Syllabus	COs Addressed	Section A (No. of Questions)	Total Marks
1	15	1	3	15
2	15	2	3	15

9. CO-PO Mapping

CO	PO	Cognitive Level	Class room sessions(hrs)
1		Analyze	15
2		Analyze	15

Prepared by	Checked & Verified by	Approved by
Dr. Sinjini Bhattacharya <i>Sinjini</i>	Dr. Afshan Shireen <i>Afshan</i>	Dr. T. Uma Joseph <i>T. Uma</i>

METHODOLOGY OF RESEARCH IN SOCIAL SCIENCES

1. Course Description

Programme: BA

Max. Hours: 30

Course Code: U24/PUB/SEC/501

Hours Per Week:2

Course Type: SEC

Max. Marks: 50

No. of Credits: 2

2. Course Objectives:

To provide students with the foundational knowledge in social sciences research and familiarize them with academic research writing skills

3. Course Outcomes

On completion of the course the students will be able to:

CO 1 - To understand the principles and concepts of research in social sciences. (Understand)

CO 2 - To equip students with academic research writing skills. (Apply)

4. Course Content

Module I – Introduction to Research

15 HOURS

- a. Research - Meaning, definition, characteristics, objectives, ethical considerations and limitations of social sciences research.
- b. Types and Methods of Research.
- c. Planning of Research – Selection of research problem, formulation of a selected problem.
- d. Methods of Data Collection – Primary and secondary methods.

Module II – Academic Writing

15 HOURS

- a. Critically reading and evaluating relevant literature.
- b. Summarizing and synthesizing research articles.
- c. Paraphrasing techniques – Quoting, in-text citation and referencing.
- d. Forms and styles of Thesis writing and manuscript formatting.

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5. Reference Books:

1. Anil Kumar Dhiman, *E-Governance – Good Governance using ICT*, S K Book Agency, 2017.
2. Bagel C.L, Yogendra Kumar, *Good Governance – Concept and Approaches*, Kanishka Publishers, 2006.
3. Jain R.B, *Public Administration in India – 21st Century Challenges for Good Governance*, Deep & Deep Publications, 2001.
4. Jain R.B, *Public Administration in India – 21st Century Challenges for Good Governance*, Deep & Deep Publications Private Ltd, New Delhi, 2002.
5. Nippani K. S, Murthy B. *Digital India – Governance Transformation*, Vitasta Publishing Pvt. Ltd, New Delhi, 2018.

6. Syllabus Focus**a) Relevance to Local, regional, National and Global Development Needs**

Local / Regional / National/ Global Development Needs (Mention any ONE at a time)	Relevance (Describe how the course addresses the need) Maximum 15 words
Global	Students gain a foundational understanding of research principles, enabling them to actively contribute to the writing of research papers

b) Components on Skill Development / Entrepreneurship Development/ Employability

SD/ED/EMP (Mention any ONE of the above at a time)	Syllabus Content (Mention Module part content applicable)	Description of Activity (Activity that will be conducted in class to support the focus of SD/ED/EMP in the syllabus content)
SD	Module 1	Assignment
SD	Module 2	Assignment

Cont.

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7. Pedagogy

S. No	Student Centric Methods Adopted	Type/Description of Activity
1.	Seminar Presentation	Participative Learning
2.	Quiz	Experiential Learning
3.	Group Discussion	Participative Learning
4.	Club Activities	Participative Learning

8. Course Assessment Plan

a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination

Cos	Continuous Internal Assessments - CIA (40%)	End Semester Examination - (60%)
CO 1	Case Study	Written Exam
CO 2	Presentations	



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b) Model Question Paper – End Semester Exam

METHODOLOGY OF RESEARCH IN SOCIAL SCIENCES

MODEL QUESTION PAPER

Course Code: U24/PUB/SEC/501

Credits: 2

Max Marks: 30

Time: 1 Hr

SECTION A		5 Q X 6M =30 M		
ANSWER ANY FIVE QUESTIONS				
Question Number	Module	Question	CO	BTL (Blooms Taxonomy Level)
1	Module 1	Define Research. Mention the objectives of the research.	CO 1	BL2
2	Module 1	Explain types and methods of research.	CO 1	BL2
3	Module 1	Describe primary and secondary methods of data collection.	CO 1	BL2
4	Module 2	Explain the importance of a review of literature in research.	CO 2	BL3
5	Module 2	Mention techniques of paraphrasing in research.	CO 2	BL3
6	Module 2	Explain the forms and styles of thesis writing.	CO 2	BL 3
7	Any module	Describe the steps in research writing.	CO 1/2	BL2 / 3

c) Question Paper Blueprint

Modules	Hours Allotted in the Syllabus	COs Addressed	No. of Questions	Total Marks
1	15	CO-1	3	18
2	15	CO-2	2	12

SEMESTER -V

PERSONNEL AND FINANCIAL ADMINISTRATION

1. Course Description

Programme: BA

Max. Hours: 75

Course Code: U20/PUB/DSC/501

Hours Per Week: 5

Course Type: DSC

Max. Marks: 100

No. of Credits: 5

2. Course Objectives:

To understand the concepts, functioning, importance and issues of personnel and financial administration.

3. Course Outcomes

On completion of the course the students will be able to:

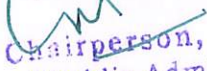
CO 1: Understand the functioning and career opportunities in personnel administration. (Understand)

CO 2: Understanding the intricacies of recruitment and training processes, promotion principles, and pay structures. (Understand)

CO 3: Understand the functioning and budgetary processes of financial administration. (Understand)

CO 4: Demonstrate a comprehensive understanding of various aspects of financial accountability. (Understand)

CO 5: Examine and evaluate issues in personnel and financial administration. (Evaluate)


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4. Course Content**Module I - Concept of Personnel Administration****15 HOURS**

- a. Personnel Administration – Concept, nature, scope, functions, significance & recent trends in personnel administration.
- b. Bureaucracy – Concept, role, functions, significance, advantages, disadvantages & recent trends in modern society.
- c. Civil Services in India – Classification of civil services, All-India services - Nature role and rationale.

Module II –Components of Personnel Administration**15 HOURS**

- a. Recruitment – Concept, process, methods, systems and problems of recruitment.
Selection - Concept, objectives, types
Training - Concept, objectives, types and techniques of training.
- b. Promotion and Pay – Concept, significance and principles of promotion. Pay –Concept, 7th pay commission recommendations, principles, allowances and retirement benefits.
- c. Service Conditions & Retirement Benefits – Conduct rules, disciplinary actions, removal & retirement benefits.

Module III – Financial Administration**15 HOURS**

- a. Financial Administration – Meaning, definition, nature, functions, significance and scope.
- b. Budget: Meaning, Objectives, principles and types of budget – Line-item budgeting, Programme Budgeting, Performance Budgeting, Planning Programming Budgeting system (PPBS) and Zero Base Budgeting (ZBB).
- c. Process of Budget Preparation, Enactment & Execution.

Module IV – Financial Accountability**15 HOURS**

- a. Organization & function of the Finance Ministry.
- b. Accounting and Auditing System in India - Difference between Accounting & Auditing; Accounting – Meaning, Features, Accounting System in India; Auditing – Meaning, Types & Auditing System in India & Comptroller General of India.
- c. Union - State Financial Relations, Finance Commission and Parliamentary Financial Committees.

Module V- Issues in Personnel and Financial Administration**15 HOURS**

- a. Politicization of Higher Civil Services in India – Principle of Anonymity, Principle of Neutrality and Principle of Commitment
- b. Opportunities and Challenges in financial administration.
- c. Opportunities and Challenges in personnel administration.

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5. Reference Books:

1. Bidyut Chakrabarty, Prakash Chand, Public Administration in a Globalised World – Theories and Practice, Sage Publications, 2012.
2. Goel S L, Shalini Rogneesh, Public Personnel Administration – Theory and Practice, Deep & Deep Publications, 2002.
3. Janak Singh Meena, Administrative reforms & Good Governance, Aavishkar Publishers, 2016.
4. Marshal Edward Dimock, Gladdys Odgen Dimmock, Public Administration, Mohan Prinlani Oxford and IBH Publishers, 1975.
5. Naseen Ahmed, Indian Public Administration, Anmol Publications, 2005.
6. Nicholas Henry, Public Administration and Public Affairs, Prentice Hall of India, New Delhi, 2007.
7. Prem Latha Sharma, Public Administration – Theory and Practice, MangaldeepPublications, 2004.
8. R K Arora, Public Administration in India – Continuity & Change, Rajat Publications, 2006.
9. Rakesh Hooja, Parnami K.K, Civil Service Training in India, Rawat Publications, 2011.
10. Saxena A. P, Governance & Administrative Reforms, Ane Books Pvt. Ltd, 2016.
11. Sharma P. D, Sharma B. M, Indian Administration – Retrospect & Prospect, Rawat Publications, New Delhi, 2009.
12. Urmila Sharma, S K Sharma, Public Administration, Nice Printing Press, Delhi, 2006.

6. Syllabus Focus**a) Relevance to Local, regional, National and Global Development Needs**

Local / Regional / National/ Global Development Needs (Mention any ONE at a time)	Relevance (Describe how the course addresses the need) Maximum 15 words
Global	Students will develop the expertise needed to adeptly handle the intricacies of both Personnel and Financial Administration.

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b) Components on Skill Development / Entrepreneurship Development/ Employability

SD/ED/EMP (Mention any ONE of the above at a time)	Syllabus Content (Mention Module part content applicable)	Description of Activity (Activity that will be conducted in class to support the focus of SD/ED/EMP in the syllabus content)
SD	Module 2	Assignment
SD	Module 4	Assignment


7. Pedagogy

S. No	Student Centric Methods Adopted	Type/Description of Activity
1.	Seminar Presentation	Participative Learning
2.	Quiz	Experiential Learning
3.	Group Discussion	Participative Learning
4.	Club Activities	Participative Learning


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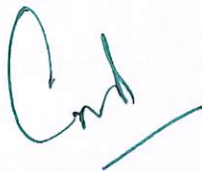



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8. Course Assessment Plan

a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination

COs	Continuous Internal Assessments - CIA (40%)	End Semester Examination - (60%)
CO1	} CIA-1	End Semester examination
CO2		
CO3	} CIA-2 Presentation CIA-2 Quiz, Written Test, Assignment	
CO4		
CO5		

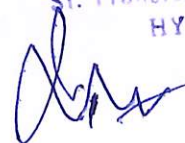


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PERSONNEL AND FINANCIAL ADMINISTRATION

Course Code: U20/PUB/DSC/501
Credits: 5

Max Marks: 60
Time: 2 Hrs

SECTION A – INTERNAL CHOICE			5 Q X 10 M = 50 M	
ANSWER ANY ONE QUESTION FROM EACH MODULE				
Question Number	Module	Question	CO	BTL (Blooms Taxonomy Level)
1	Module 1	Explain the nature and scope of Personnel Administration.	CO 1	BL 2
2	Module 1	Describe the concept and role of Bureaucracy and highlight recent trends in Bureaucracy.	CO 1	BL 2
3	Module 2	Write the process of recruitment in detail.	CO 2	BL 2
4	Module 2	Critically examine the process of Promotion in Personnel Administration in developing countries.	CO 2	BL 2
5	Module 3	Describe the meaning and functions of Financial Administration.	CO 3	BL 2
6	Module 3	Explain the preparation stage in budget formulation in detail.	CO 3	BL 2
7	Module 4	Write an essay on the organisation and functioning of the Finance Ministry.	CO 4	BL 2
8	Module 4	Explain the important features of Accounting and write the difference between Accounting and Auditing.	CO 4	BL 2
9	Module 5	Critically examine the principles regarding the politicization of higher civil services in India.	CO 5	BL 5
10	Module 5	Describe the opportunities and challenges in Personnel Administration.	CO 5	BL 5

SECTION B			5 Q X 2 M = 10 M	
ANSWER ANY FIVE QUESTIONS				
Question Number	Module	Question	CO	BTL (Blooms Taxonomy Level)
11	Module 1	All-India Services.	CO 1	BL 1
12	Module 2	Objectives of Training.	CO 2	BL 1
13	Module 3	Zero Base Budgeting.	CO 3	BL 1
14	Module 4	Comptroller and Auditor General of India.	CO 4	BL 1
15	Module 5	Principle of Neutrality.	CO 5	BL 1
16	Any Module	Retirement benefits.	Relevant CO	BL 1
17	Any Module	Cut motions.	Relevant CO	BL 1

SEMESTER-V
PUBLIC OFFICE ADMINISTRATION

1. Course Description

Programme: B.A

Max. Hours: 60

Course Code: U20/PUB/GE/301

Hours per week: 4

Type of Course: Generic Elective

Max. Marks: 100

No. of Credits: 4

2. Course Objective:

To equip students with the knowledge and skills necessary to effectively manage administrative tasks within governmental or public sector organizations

3. Course Outcome:

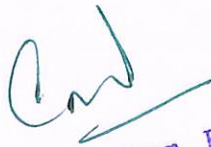
On completion of the course the students should be able to:

CO 1: Understand the basic Concepts and principles of public office management. (Understand)

CO2: Students will develop proficiency in office communication, correspondence, record management. (Understand)

CO 3: Familiarize students with the management techniques that are applied in public administration. (Apply)

CO 4: Understand the work environment and staff welfare measures implemented by the management. (Understand)



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4. Course Content

Module I - Introduction to Public Office Administration 15 HOURS

- a. Public Office Administration – Nature, scope and importance.
- b. Principles of Office Organization and Management
- c. Differences between Public Office & Private Office

Module II – Office Communication and Records Management. 15 HOURS


- a. Paperless Administration
- b. Office Communication and Correspondence.
- c. Records Management.

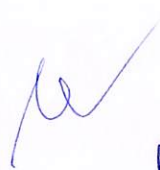
Module III – Office Management Techniques 15 HOURS

- a. Work Study - Meaning, definition, need, advantages, pre-requisites and steps taken in work study.
- b. Work Measurement - Meaning, definition advantages, procedures and techniques.
- c. Management by Objectives – Meaning, need prerequisite, techniques, advantages, features, methods and problems.

Module IV – Work Environment and Employee Welfare 15 HOURS

- a. Work and Conditions of Work – Introduction, meaning, significance, and relationship among job characteristics, working conditions and job performance.
- b. Work Environment – Meaning significance, advantages, features, types, favorable conditions of work environment and limitations.
- c. Employee Welfare – Meaning, features, objectives, employee welfare agencies and provisions.


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5. BOOKS RECOMMENDED:

1. Avasthi and Maheshwari, *Public Administration*, Lakshmi Narain Agarwal, Agra-3, 22nd Revised edition, 1997.
2. Bidyut Chakrabarty, Prakash Chand, *Indian Administration Evolution and Practice*, Sage Publications, New Delhi, 2016.
3. Goel S. L., *Advanced Public Administration: Theory and practice*, Deep and Deep Publications Pvt. Ltd, 2003.
4. Hoshiar Singh, Mohinder Singh, Revised Edition, *Public Administration in India*, Sterling Publications, 1993.
5. Krishna Murthy P, *Indian Administration*, MS Book Distributors, 1989.
6. RadhaKrishan Sapru, *Indian Administration- A foundation of Governance*, Sage Publications, 2018.
7. Ramesh K. Arora, Rajni Goyal, *Indian Public Administration Institutions and Issues*, New Age International Publishers, 2018.
8. Sharma M.P, Sadhana B.L., *Public Administration in Theory and Practice*, KitabMahal, 1992.
9. Siuli Sarkar, *Public Administration in India*, PHI Learning Private Ltd. Delhi, 2018.
10. Vishnoolal Bhagwan, Vidya Bhushan, *Public Administration*, S. Chand and Company Ltd, reprinted, 2011.

6. Syllabus Focus

a) Relevance to Local, regional, National and Global Development Needs

Local / Regional / National/ Global Development Needs (Mention any ONE at a time)	Relevance (Describe how the course addresses the need) Maximum 15 words
National	The students acquire knowledge in fundamental principles and techniques applicable in public office administration.

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b) Components on Skill Development / Entrepreneurship Development/ Employability

SD/ED/EMP (Mention any ONE of the above at a time)	Syllabus Content (Mention Module part content applicable)	Description of Activity (Activity that will be conducted in class to support the focus of SD/ED/EMP in the syllabus content)
SD	Module 2	Assignment
SD	Module 2	Presentation

7. Pedagogy

S. No	Student Centric Methods Adopted	Type/Description of Activity
1.	Seminar Presentation	Participative Learning
2.	Quiz	Experiential Learning
3.	Group Discussion	Participative Learning
4.	Club Activities	Participative Learning

8. Course Assessment Plan

a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination

COs	Continuous Internal Assessments - CIA (40%)	End Semester Examination - (60%)
CO1	CIA-1	End Semester examination
CO2		
CO3	CIA-2 Presentation	
CO4	CIA-2 Quiz, Written Test, Assignment	

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b) Model Question Paper – End Semester Exam

PUBLIC OFFICE ADMINISTRATION

SECTION A			4 Q X 10 M =40 M	
ANSWER ANY ONE QUESTION FROM EACH MODULE				
Question Number	Module	Question	CO	BTL (Blooms Taxonomy Level)
1	Module 1	Explain the nature and scope of Public office Administration.	CO 1	BL2
2	Module 1	Describe the important principles of Office organization and management.	CO 1	BL2
3	Module 2	Illustrate the importance of paperless administration.	CO 2	BL2
4	Module 2	Define record management and explain how it plays a critical role in office administration.	CO 2	BL2
5	Module 3	Highlight the need for work-study and steps taken in work-study.	CO 3	BL4
6	Module 3	Discuss the techniques and advantages of management by objectives.	CO 3	BL4
7	Module 4	Explain the meaning and significance of the work environment.	CO 4	BL2
8	Module 4	Define employee's welfare and what are the objectives of employee's welfare.	CO 4	BL2

SECTION B			4 Q X 5 M = 20 M	
ANSWER ANY FOUR QUESTIONS				
Question Number	Module	Question	CO	BTL (Blooms Taxonomy Level)
9	Module 1	Public Office.	CO 1	BL 1
10	Module 2	Advantages of Office Communication	CO 2	BL 1
11	Module 3	Work Measurement.	CO 3	BL 1
12	Module 4	Features of employee welfare.	CO 4	BL 1
13	Any Module	Features of paperless administration.	CO 2	BL 1
14	Any Module	Limitation of the work environment.	CO 4	BL 1



Chairperson, BoS
Dept. of Public Administration
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7/28/24
Head
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SEMESTER - V**RESEARCH METHODOLOGY IN HISTORY****1. Course Description**

Programme: B.A

Course Code: U24/HIS/SEC/501

Course Type: SEC

No. of credits:2

Max. Hours:30 Hours

Hours per week:2

Max. Marks:50

2. Course Objectives

- To provide students with an introduction to research methods and report writing
- To have basic knowledge on qualitative research techniques.

3. Course Outcomes

On completion of the course the student will be able to:

CO1: Understand research and research methods. **(UNDERSTAND)**

CO2: To develop understanding on various kinds of research, objectives of doing research, research process, research designs and sampling **(APPLY)**

4. Course Content

MODULE I: Research

15 (Hours)

Meaning, Qualitative, Quantitative Research - Choice of subject, Synopsis -Chaptalization - Note Taking - Footnotes, Reference - Indexing & Bibliography - Thesis writing & appendix - Historical Imagination

(UNDERSTAND)

MODULE II: Sources

15 (Hours)

In context: written, oral, visual and archaeological - Historical Facts & Interpretation - Authenticity of Sources -Evaluation of evidence -Causation and generalization -Bias and objectivity in History -Interview - Book Review (APPLY)

5. References

1. E.H Carr: What is History, Penguin,2008
2. Marc Bloch, The Historian's Craft (Introduction and Chapter I: History, Men and Time), Manchester University Press, 1992
3. E. Sreedharan, A Text book of Historiography 500 BC to AD 2000, Orient Longman, 2004
4. Arthur Marwick, New Nature of History: Knowledge, Evidence and Language (Chapter V: The Historian at Work: Forget 'Facts', Foreground Sources), Lyceum Books Incorporated, 2001. • Arthur Marwick, The Nature of History (Chapter IV: History, Science and Social Science), London: Macmillan, 1989.
5. Thomson, D. Renier, G.J : The Aims of History (London: James and Hudson, 1969); History: Its Purpose and Methods (London: George Allen & Unwin, 1950
6. Postan, M.M: Fact and Relevance: Essay on Historical Method: Cambridge university, Press, 1971
7. Hockett, H.C: The Critical Method in Historical Reseach and Writing (New York: Macmillan, 1966)
8. Ali B. Sheikh: History: Its Theory and Method, Macmillan India Limited, New Delhi, 1978.
9. Bajaj Satish K: Reseach Methodolgy in History, new Delhi, 2000
10. Vinay Mohan Sharma: Shodh Pravidhi, national Publishing House, Delhi, 1973.
11. Kumar Ranjit: Research Methodology: A step by step guide for beginners, Sage Publication, 2004.
- 12.Kothari, C.R. Research Methodology; Methods and Techniques, New Age International

6. Syllabus Focus**a) Relevance to Local , Regional , National and Global Development Needs**

Local /Regional/National /Global Development Needs (Mention any ONE at a time)	Relevance (Describe how the course addresses the need) Maximum 15 words
National	Inculcate aptitude for research for problem solving of socio-cul political aspects.
Global	Inculcate aptitude for research for problem solving of socio-cul political aspects.

b) Components on Skill Development/Entrepreneurship Development/Employability

SD/ED/EMP (Mention any ONE of the above at a time)	Syllabus Content (Mention Module No. or part content applicable)	Description of Activity (Activity that will be conducted in class to support the focus of SD/ED/EMP in the syllabus content)
SD	Module II	Project

7. Pedagogy

S. No	Student Centric Methods Adopted	Type / Description of Activity
1.	Participative Learning	Presentation
2.	Problem Solving	Project

8. Course Assessment Plan**a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination**

CO	Continuous Internal Assessments CIA - 40%	End Semester Examination-60%
CO1	Case study	Written Exam
CO2	Presentation	

b) Model Question Paper- End Semester Exam

RESEARCH METHODOLOGY IN HISTORY

SECTION A – Answer any 5 out of 7				5 Q X 6 M = 30 M	
(To compulsorily have 3 questions from each Module)					
Question Number	Question	Question	CO	BTL(Blooms Taxonomy Level)	
1	Module 1	Meaning, definition of Research	CO 1	BL 2	
2	Module 1	Explain Indexing	CO 1	BL 2	
3	Module 1	Describe Thesis writing	CO 1	BL 2	
4	Module 1	What is the importance of footnotes	CO 1	BL 2	
5	Module 2	How to check Authenticity of sources	CO 2	BL 3	
6	Module 2	Identify bias and objectivity in History	CO 2	BL 3	
7	Module 2	Interview as tool of data collection- apply	CO 2	BL 3	

c) Question Paper Blueprint

Modules	Hours Allotted in the Syllabus	COs Addressed	Section A (No. of Questions)	Total Marks
1	15	1	4	15
2	15	2	3	15

SEMESTER - V

**TRAVEL AND TOURISM
GENERIC ELECTIVE**

1. Course Description

Programme: BA
Course Code: U24/HIS/GE/501
Course Type: GE
No. of credits:4

Max. Hours:60 Hours
Hours per week:4
Max. Marks:100

2. Course Objectives

- To enable students to gain an insight into the meaning of Travel
- To understand significance of allied industries of Tourism

3. Course Outcomes

On completion of the course the student will be able to:

CO1: Understand Travel through the Ages
(UNDERSTAND)

CO2: Evaluate the emergence of Tourism as an Industry. (EVALUATE)

CO3: Compare and contrast kinds of tourism. (ANALYSE)

CO4: Gain insight through practical work, on India as a Tourist Destination. (APPLY)

4. Course Content

MODULE I: Introduction to travel and tourism **15(Hours)**

Origin of Travel-Travel through the ages- Importance of Tourism

MODULE II: Meaning- Definition and Scope of Tourism **15 (Hours)**

Economic and Social benefits of Tourism – Uniqueness of India- History of Tourism Development in India

MODULE III: Kinds of Tourism **15 (Hours)**

Historical Tourism-Socio-cultural tourism -Eco-tourism

MODULE IV: Tourism in Telangana **15 (Hours)**

Important Tourist Destinations in Telangana

5. References

- 1.Bhatia, A.K., 2003, *International Tourism*, Sterling Publishers Pvt Ltd., NewDelhi.
- 2.Chattopadhyay, K. (1995): *Economic Impact of Tourism Development; An Indian Experience*, Kanishka Publishers, Delhi.
- 3.Cooper, C, Fletcher, J, Gilbert, D and Wanhill, S. (2002): *Tourism: Principles andPractice*, Addison Wesley Longman Publishing, New York, USA
- 4.Kamra & Chand (2002): *Basics of Tourism, Theory Operation and Practice*; Kanishka Publishers, New Delhi-02
- 5.Kamra, Krishna. K (2001): *Economics of Tourism; Pricing, Impacts, Forecasting*; Kanishka Publishers, New Del
- 6.Pran Nath Seth, 1997, *Successful Tourism Management*, Sterling Publishers Pvt Ltd.,Delhi.
- 7.Pushpinder S. Gill, 1999, *Dynamics of Tourism*, Anmol Publications Pvt Ltd., New Delhi.

6. Syllabus Focus

a) Relevance to Local , Regional , National and Global Development Needs

Local /Regional/National /Global Development Needs (Mention any ONE at a time)	Relevance (Describe how the course addresses the need) Maximum 15 words
Local	Gain insight through practical work, on Telangana as a Tourist Destination
National	Gain insight through practical work, on India as a Tourist Destination
Global	Understand the global scenario of travel and tourism industry.

b) Components on Skill Development/Entrepreneurship Development/Employability

SD/ED/EMP (Mention any ONE of the above at a time)	Syllabus Content (Mention Module No. or part content applicable)	Description of Activity (Activity that will be conducted in class to support the focus of SD/ED/EMP in the syllabus content)
SD	Module II	Presentation
SD	Module III	Project
SD	Module IV	Assignment

7. Pedagogy

S. No	Student Centric Methods Adopted	Type / Description of Activity
1.	Experiential Learning	Field trip
2.	Participative Learning	GD
3.	Problem solving	Case study

8. Course Assessment Plan**a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination**

CO	Continuous Internal Assessments CIA - 40%	End Semester Examination-60%
CO1	CIA1-Written Exam	Written Exam
CO2	CIA- Written Exam	
CO3	CA -2 Presentation	
CO4	CA 2 Skill test	
CO5	CA 2 Assignment	

b) Model Question Paper- End Semester Exam

TRAVEL AND TOURISM
GENERAL ELECTIVE

SECTION A - INTERNAL CHOICE				4 Q X 10 M = 40 M	
Question Number	Question	Question	CO	BTL(Blooms Taxonomy Level)	
1	Module 1	Meaning, definition and scope of Tourism - Explain	CO 1	BL 2	
2	Module 1	Demonstrate travel through ages	CO 1	BL 2	
3	Module 2	Analyse social economic benefits of tourism	CO 2	BL 5	
4	Module 2	Examine the uniqueness of India	CO 2	BL 5	
5	Module 3	Asses the scope of Eco tourism	CO 3	BL 4	
6	Module 3	Build an argument to support cultural tourism	CO 3	BL 4	
7	Module 4	Give example of Heritage sites in Telangana	CO 4	BL 3	
8	Module 4	Identify the lacunae of tourism development in Telangana	CO 4	BL 3	
SECTION B - ANSWER ANY 4 OUT OF 6				4 Q X 5 M = 20 M	
(To compulsorily have ONE question from each module)					
11	Module 1	Fairs	CO 1	BL 1	
12	Module 2	International Tourism	CO 2	BL 1	
13	Module 3	Wellness centres	CO 3	BL 1	
14	Module 4	Tourism Policy -National	CO 4	BL 1	
15	Module 1	Components of Tourism	CO 1	BL 1	
16	Module4	Festivals	CO 4	BL 1	

SEMESTER - V**WORLD HISTORY (1453-1871)****1. Course Description**

Programme: B.A
 Course Code: U24/HIS/DSE/501
 Course Type: DSE
 No. of credits:5

Max. Hours: 75 Hours
 Hours per week: 5
 Max. Marks:100

2. Course Objectives

- To Describe and explain the causes and effects of events and developments of past.
- To understand the impact on political, religious movements all over Europe.

3. Course Outcomes

On completion of the course the student will be able to:

CO1: Understand the different contexts, perspectives and interpretations of the modern world history (**UNDERSTAND**)

CO2: Evaluate the impact of the major events in European history, Geographical Discoveries and Renaissance (**EVALUATE**)

CO3: Analyse the impact of rule of the Enlightened Despots and apply the knowledge to understand the dynamics of political developments in Europe (**ANALYSE**)

CO4: Illustrate the causes and impact of Industrial Revolution. (**UNDERSTAND**)

CO5: Examine the National movements in Europe leading to the unification of nations (**ANALYSE**)

4. Course Content**MODULE I: Fall of Constantinople and its Impact – 15 (Hours)**

New Geographical Discoveries and their impact- Renaissance - Reformation – Role of Martin Luther and Counter – Reformation - Rise of Nation States

MODULE II: - Enlightened Despotism – 15 (Hours)

Fredrick the Great- Peter the Great - Catherine the Great

MODULE III: Revolutionary Quarter of 18th century- 15 (Hours)

American War of Independence - French Revolution - Era of Napoleon-Congress of Vienna- Revolutions in Europe 1830-1848 and their significance.

MODULE IV: - Industrial Revolution - Causes course and Results. 15 (Hours)**MODULE V: Rise of Nationalism and its Impact 15 (Hours)**

Unification of Italy- Unification of Germany

5. References

1. Allan O. Kownslar and Terry L. Smart ed. Europe and our World – A study of WorldHistory, USA, 1977
2. David Thomson, World History 1914-1968, Oxford University Press, London, 1977
3. Edward Fueter, World History, 1815-1920, Calcutta, 1956
4. Fisher, HAL A History of Europe, Cambridge, 1977
5. Gordon Wright, ed. The Western World, Vol II from 1700, USA, 1974
6. Hayes, History of Europe up to 1870.
7. John Roberts, Chief editor, Civilization – Journey to the Modern World, USA, 1973
8. Leo Gershoy ed., A survey of European Civilization, New York, 1969
9. Palmer, A.W. A Dictionary of Modern History, 1789-1945, New York, 1977
10. South Gate, GW, Modern European History 1453-1661, London, 1972
11. Swain, J.E., A History of World Civilizatio, New Delhi, 1976
12. Thomson, Europe since Napoleon, Penguin.

6. Syllabus Focus

a) Relevance to Local, Regional, National and Global Development Needs

Local /Regional/National /Global Development Needs (Mention any ONE at a time)	Relevance (Describe how the course addresses the need) Maximum 15 words
Global	Develop an understanding of Modern Europe from a theocratic society to modern Nation state system.

b) Components on Skill Development/Entrepreneurship Development/Employability

SD/ED/EMP (Mention any ONE of the above at a time)	Syllabus Content (Mention Module No. or part content applicable)	Description of Activity (Activity that will be conducted in class to support the focus of SD/ED/EMP in the syllabus content)
SD	Module II	Term Paper
SD	Module I	Group discussions
SD	Module III	Presentations

7. Pedagogy

S. No	Student Centric Methods Adopted	Type / Description of Activity
1.	Experiential Learning	Quiz
2.	Participative Learning	Group Discussion
3.	Problem Solving	Case study

8. Course Assessment Plan**a) Weightage of Marks in Continuous Internal Assessments and End Semester Examination**

CO	Continuous Internal Assessments CIA - 40%	End Semester Examination-60%
CO1	CIA1-Written Exam	Written Exam
CO2	CIA II- Written Exam	
CO3	CA 2 -Assignment	
CO4	CA 2-Skill test	
CO5	Ca 2- Presentation	

b) Model Question Paper- End Semester Exam

WORLD HISTORY (1453-1871)

SECTION A - INTERNAL CHOICE			5 Q X 10 M = 50 M	
Question Number	Question	Question	CO	BTL(Blooms Taxonomy Level)
1	Module 1	Describe importance of Geographical discoveries	CO 1	BL 2
2	Module 1	Explain role Martin Luther king Protestant movement	CO 1	BL 2
3	Module 2	Evaluate role of Frederick the great	CO 2	BL 5
4	Module 2	Peter father of Modern Russia- Estimate	CO 2	BL 5
5	Module 3	Analyse American Revolution	CO 3	BL 4
6	Module 3	Examine outcome of French Revolution	CO 3	BL 4
7	Module 4	Explain causes of Industrial Revolution	CO 4	BL 2
8	Module 4	Explain outcome of IR	CO 4	BL 2
9	Module 5	Analyse unification of Germany	CO 5	BL 4
10	Module 5	Analyse unification of Italy	CO 5	BL 4
SECTION B - ANSWER ANY 5 OUT OF 7			5 Q X 2 M = 10 M	
(To compulsorily have ONE question from each module)				
11	Module 1	Renaissance	CO 1	BL 1
12	Module 2	Catherine	CO 2	BL 1
13	Module 3	Vienna 1815	CO 3	BL 1
14	Module 4	Scientific invention	CO 4	BL 1
15	Module 5	Bismarck	CO 5	BL 1
16	Module1	1453	CO 1	BL 1
17	Module5	Garibaldi	CO 5	BL 1