

University of Mumbai

Master of Arts Development Administration

SEMESTER- II (Technical)

Syllabus and Curriculum

Maharashtra Educational Services

Paper I

Subject Code	Course Title	Credits	Number of Hours
217 EDN	Structure and functions of Education Department		
217.1	Departments, Offices & their Interrelations		
217.1.1	School Education & Sports, , Department, Mumbai	0.25	04
217.1.2	Commissioner of Education, Pune		
217.1.3	Directorate of Education Pune- Primary, Secondary & Higher Secondary, Minority Education and Adult Education		
217.1.4	Maharashtra State Board of Secondary & Higher Secondary Education, Pune		
217.1.5	State Project Director, Maharashtra Prathmik Shikshan Parishad, Mumbai.		

Subject Code	Course Title	Credits	Number of Hours
217.1.6	Maharashtra State Exam Bureau, Pune.		
217.1.7	Director, State Council of Educational Research and Training, Pune		
217.2	Duties, Functions & Responsibilities of State Level Officers		
217.2.1	Secretary, School Education and Sports, Mumbai	0.50	06
217.2.2	Commissioner (Education.), Pune.		
217.2.3	Director of Education Primary, Secondary & Higher Secondary and Minority Education and Adult Education, Pune		
217.2.4	Director, SCERT, Pune.		
217.2.5	Chairman Maharashtra State Board of Secondary & Higher Secondary Education, Pune.		
217.3	Duties, Functions and Responsibilities of Division, District and Panchayat Samittee Level Officers		
217.3.1	Divisional Chairman and Secretary of M.S. Board of Secondary and Higher Secondary Education	0.50	06
217.3.2	Divisional Deputy Director of Education		
217.3.3	Education Officer Primary, Education Officer Secondary, and Education Officer Continuous Education		
217.3.4	Block Education Officer, Extension Officer and Cluster coordinator (Kendra Pramukh)		
217.3.5	Superintendents Pay-Unit Primary and Secondary		

Subject Code	Course Title	Credits	Number of Hours
217.4	Court Matters		
217.4.1	Matters Concerning – Apex Court, High Court Matters Concerning – School Tribunal, and Maharashtra Administrative Tribunal	0.25	03
217.5	Computer and Information Technology		
217.5.1	Use of Computer in Educational Transactions	0.25	04
217.5.2	Data Communication		
217.5.3	Networking and Web Technology		
217.5.4	Use of Tablets and Other Applications		
217.6	Government Information And Communication Programmes		
217.6.1	Media Lab	0.75	08
217.6.2	Vidya Vahini (विद्या वाहिनी)		
217.6.3	DnyanVahini (ज्ञान वाहिनी)		
217.6.4	e- governance		
217.6.5	Shalarth (शललरुथ)		
217.6.6	Saral Pranali (सरलडुरणलली)		
217.6.7	U-DISE		
217.6.8	DBT-Direct Beneficiaries Transfer		
217.6.9	Digital Schools		

Subject Code	Course Title	Credits	Number of Hours
217.6.10	e-mail, Whats-App, Youtube and Youtube Channels		
217.6.11	Use of Various Government Websites		
217.6.12	Teaching and learning through PowerPoint Programme		
217.7	Perspectives in Philosophical Bases of Education and Brief Introduction - Philosophy of Education – Meaning, Relation and Reflections on Various schools of Educational Philosophy in terms of aims of Education, curriculum, teaching methods and student- teacher relations.	0.50	05
217.7.1	Idealism,		
217.7.2	Naturalism		
217.7.3	Realism		
217.7.4	Pragmatism		
217.7.5	Existentialism		
217.8	Psychology of Learning (Brief introduction) – Meaning, Factors affecting learning and transfer of learning- Types	0.50	05
217.8.1	Theories of Learning – Classical, Operant, Gestalt and Cognitive theory of Piaget and Bruner		
217.8.2	Psychology of Intelligence – Meaning, Concept and Theories of intelligence		
217.8.3	Epistemological Concern - Difference between Knowledge and information - Meaning, and their Implication in Teaching – Learning in school		

Subject Code	Course Title	Credits	Number of Hours
217.9	Methods of Educational Evaluation	0.25	02
217.10	Subject-wise Teaching Methods-		04
217.10.1	Language, Science, Maths, and Social Sciences.		
217.11	Official Marathi Language and its fundamental Skills (राज्यभाषा मराठी – पायाभूत कौशल्य)	0.25	03
		4.00	50

Subject Code	Course Title	Credits	Number of Hours
217 EDN - Practical Components of Paper I			
	Visit to Board Office (Briefing, Visit, Debriefing, Assignment / Report writing)	0.50	06
	Visit to Deputy Director of Education Office Education Office Primary Education Office Secondary Education Office Continuous Education (Briefing, Visit, Debriefing, Assignment / Report writing)	0.50	06
	Block Education Office (Briefing, Visit, Debriefing, Assignment / Report writing) Visit to Pay -Unit Superintendent	0.50	06
	Visit to Computer lab (Briefing, Visit, Debriefing, Assignment / Report writing) Visit to Media lab (Briefing, Visit, Debriefing, Assignment / Report writing)	0.25	03
	Preparing power point presentation – (Assignment - preparation of PPT on selected topics as per choice of Trainee)	0.25	04
		2.00	25