

REVISED

UNIVERSITY OF MUMBAI

SEMESTER- III (Departmental Exam.)

Masters of Arts in Development Administration.

Syllabus for CPTP (Dy. Education Officer)

Syllabus and Curriculum

Maharashtra Educational Services

University of Mumbai

Master of Arts Development Administration

SEMESTER- III (Departmental Examination)

Syllabus and Curriculum

Maharashtra Educational Services

Paper I

Structure and functions of Education Department

Subject Code	Course Title
321 EDN	Structure and functions of Education Department
321.1	Departments, Offices & their Interrelations
321.1.1	School Education & Sports, , Department, Mumbai
321.1.2	Commissioner of Education, Pune
321.1.3	Directorate of Education Pune- Primary, Secondary & Higher Secondary, Minority Education and Adult Education
321.1.4	Maharashtra State Board of Secondary & Higher Secondary Education, Pune
321.1.5	State Project Director, Maharashtra Prathmik Shikshan Parishad, Mumbai.
321.1.6	Maharashtra State Exam Bureau, Pune.
321.1.7	Director, State Council of Educational Research and Training, Pune
321.2	Duties, Functions & Responsibilities of State Level Officers
321.2.1	Secretary, School Education and Sports, Mumbai
321.2.2	Commissioner (Education.), Pune.
321.2.3	Director of Education Primary, Secondary & Higher Secondary and Minority Education and Adult Education, Pune
321.2.4	Director, SCERT, Pune.
321.2.5	Chairman Maharashtra State Board of Secondary & Higher Secondary Education, Pune.
321.3	Duties, Functions and Responsibilities of Division, District and Panchayat Samittee Level Officers
321.3.1	Divisional Chairman and Secretary of M.S. Board of Secondary and Higher Secondary Education
321.3.2	Divisional Deputy Director of Education

Subject Code	Course Title
321.3.3	Education Officer Primary, Education Officer Secondary, and Education Officer Continuous Education
321.3.4	Block Education Officer, Extension Officer and Cluster coordinator (Kendra Pramukh)
321.3.5	Superintendents Pay-Unit Primary and Secondary
321.4	Court Matters
321.4.1	Matters Concerning – Apex Court, High Court Matters Concerning – School Tribunal, and Maharashtra Administrative Tribunal
321.5	Computer and Information Technology
321.5.1	Use of Computer in Educational Transactions
321.5.2	Data Communication
321.5.3	Networking and Web Technology
321.5.4	Use of Tablets and Other Applications
321.6	Government Information And Communication Programmes
321.6.1	Media Lab
321.6.2	Vidya Vahini (विद्या वाहिनी)
321.6.3	DnyanVahini (ज्ञान वाहिनी)
321.6.4	e- governance
321.6.5	Shalarth (शालार्थ)
321.6.6	Saral Pranali (सरलप्रणाली)
321.6.7	U-DISE
321.6.8	DBT-Direct Beneficiaries Transfer
321.6.9	Digital Schools
321.6.10	e-mail, Whats-App, Youtube and Youtube Channels
321.6.11	Use of Various Government Websites
321.6.12	Teaching and learning through PowerPoint Programme
321.7	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.
321.7.1	Idealism,
321.7.2	Naturalism
321.7.3	Realism
321.7.4	Pragmatism
321.7.5	Existentialism

Subject Code	Course Title
321.8	Psychology of Learning (Brief introduction) – Meaning, Factors affecting learning and transfer of learning- Types
321.8.1	Theories of Learning – Classical, Operant, Gestalt and Cognitive theory of Piaget and Bruner
321.8.2	Psychology of Intelligence – Meaning, Concept and Theories of intelligence
321.8.3	Epistemological Concern - Difference between Knowledge and information - Meaning, and their Implication in Teaching – Learning in school
321.9	Methods of Educational Evaluation
321.10	Subject-wise Teaching Methods-
321.10.1	Language, Science, Maths, and Social Sciences.