

Chaudhary Hardwari Lal Govt. College Chhara, Jhajjar

Lesson Plan (2026-27)

Name of Assistant Professor: Dr. Lalita

Subject: Public Administration

Class: MDC 1st Sem

Paper Code: 24PUBX01MD01

Paper: Fundamentals of Public Administration

Week -1	Introduction of the syllabus, Introduction of the Indian Administration.
Week- 2	Public Administration: Meaning, Nature, Scope and its Importance.
Week -3	Evolution of Public Administration
Week- 4	Public Administration Vs Private Administration
Week -5	New Public Administration Test of Unit 1 1 st Assignment topics allotted
Week -6	Organization: Meaning and Bases, Formal & Informal organization
Week -7	Formal & Informal organization Principles of Organization: Hierarchy
Week- 8	Principles of Organization: Span of Control
Week -9	Principles of Organization: Unity of Command

Week -10	Principles of Organization: Coordination & Supervision 2 nd Assignment topics allotted
Week -11	Test of Unit 2 Concept of Accountability and Control over Administration
Week -12	Legislative Control over Administration
Week- 13	Executive Control over Administration judicial Control over Administration
Week -14,	Citizen and Administration. Test of Unit 3 Presentations Topics Allotments
Week -15	Emerging Concepts in Public Administration: New Public Management Emerging Concepts in Public Administration: Ethics in Administration
Week -16	Public Private Partnership (PPP) Corporate Social Responsibility (CSR),
Week 17	Transparency and Responsiveness in Administration. Test of Unit 4
Week 18	Revision of Syllabus, Presentation
Week 19	Revision of Syllabus, Oral Test of Syllabus

Assistant Professor
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