

**POST GRADUATE DIPLOMA IN EDUCATIONAL MANAGEMENT AND ADMINISTRATION(PGDEMA)**

- 1) Improve the individual performance as educational managers and leaders.
- 2) Enhance the effectiveness and efficiency of educational organizations.
- 3) Enhance skills in areas such as interpersonal relationship, leadership and team building, strategic planning and decision-making necessary for effective management.
- 4) Develop an understanding of basic management concepts and their applications in an educational environment.

**MES - 041**

Growth and Development of Educational Management

- 1) Explain the meaning of the term 'Educational Management'.
- 2) Discuss importance of management in education especially in a scenario of globalization and technological changes.
- 3) Acquire competencies and skills to make appropriate educational management decisions.

**Assessment**

- Assignment
- Term-End Examination

**MES - 042**

Dimensions of Educational Management

- 1) Discuss the three dimensions of educational management.
- 2) Apply the concepts, theories and applications of management in education.
- 3) Examine the policy formulation as well as policy planning at National, State, district and sub district levels.

**Assessment**

- Assignment
- Term-End Examination

**MES - 043**

Organisational Behaviour

- 1) Observe behavior and attitudes of people in the organization.
- 2) Identify the behaviour and attitudes of those people who contribute to effective management of an institution.
- 3) Explain the role of good communication skills of educational managers in decision making process with other team members.

**Assessment**

- Assignment
- Term-End Examination

**MES - 044**

Institutional Management

- 1) Discuss importance of global trends in the field of education.
- 2) Justify the role of educational management in enabling students to act as 'change agents' both at National and International contexts.

**Assessment**

- Assignment
- Term-End Examination

