

## M.A. Continuing Education & Extension Work

### CBCS Course : III<sup>rd</sup> Semester

M.M. External - 70

Internal - 30

#### **C. Code : I CEE (301) Distance Education :**

#### **Course Objective**

1. To provide the Concept of Distance Education.
2. To Provide the Knowledge of Philosophical foundation of Distance Education.
3. To Provide the Concept of Communication.
4. To Provide the Concept of Distance Tutor.

Unit	COURSE CONTENT	CREDIT	PERIOD	
I	Concept and Need of Distance Education, Difference between Distance Education and Traditional Education. Correspondence and open Education.	1	18	Dec
II	Genesis of Distance Education, Development of Distance Education in developed and developing country with special emphasis on India.	1	18	Jan
III	Philosophical foundation of distance Education as advocated by wedmeyar, Michael, John Meath & ott Peters.	1	18	Feb
IV	Tutor Comments : Distance Tutor & Conventional Tutor, Signification & type of tutor comments	1	18	Mar
V	Communication, Concept & Process, Radio and Television- their potentials and limitation as non-print materials.	1	18	Apr
Sr. No	Internal Work			
1	Attendance			05
2	Assignments			15
3	Objective type Formative Evaluation			10

## Books Recommended :

Bates A.W. : The Role of Technology in Distance Education, London, Croom Helm.

Datt Ruddar : Distance Education in India, its developmental and Significance work shop on D.E. open School, New Delhi.

Kaye : Distance Education for Higher and Adult Education, London, Croom Helem, 1986.

Keegan, D.J. : The Foundation of Distance Education, London, Croom Helm, 1986.

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#### **C. Code : II CEE (302) Human Resource Management in lifelong Learning & Extension :**

#### **Course Objective**

1. To provide the Knowledge of Human Resource Management.
2. To Provide the Knowledge of Skill Development Initiatives.
3. To Provide the Knowledge of Teaching Method of Adult, Continuing & Extension Work
4. To Provide the Knowledge of Management of a training programme.

Unit	COURSE CONTENT	CREDIT	PERIOD	
I	Concept, Principles and Function of management programme planning, organization and control.	1	18	Dec
II	Job specification of personal engaged in University Community engagement, skill development, continuing Education & other Extension programme.	1	18	Jan
III	Training and development : Family based, off the jobs & on the job. Training of the functionaries in adult, continuing education, lifelong education through participatory approach.	1	18	Feb
IV	Skill development initiatives : State promoted, NGO-promoted and public Private partnership (PPP) Field Skill, Teaching method of adult, training method for training for functionaries.	1	18	Mar
V	Management of a training programme Evaluation of social development programme	1	18	Apr
Sr. No	Internal Work			
1	Attendance			05
2	Assignments			15
3	Objective type Formative Evaluation			10

## Books Recommended :

Bennis, W. : Organization development : Its nature Origins and prospects, Reading Mass Addition, Westey 1969.

Berger, P. and R. Neuhans : Tp empower people : The role of mediating structure in public policy, Washington D.C. American Enterprise Institute for Public Policy Research, 1977.

Campbell, R.E. Bridges and : Introduction to Education Administration, Boston: Allyn R. Nystrand and Bacon, 1977.

Vlack, G. : The application of system analysis in govt. operation, New York: Prager 1968.

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**Internal - 30**

**C. Code : III CEE (303) Population Education :**

**Course Objective**

1. To provide the Knowledge of Population Education.
2. To Provide the Knowledge of Population theories.
3. To Provide the Knowledge of Demography Situation in India.
4. To Provide the Knowledge of Population Growth in India.

Unit	COURSE CONTENT	CREDIT	PERIOD	
I	Population Education : Meaning, Need, Objectives, Contents and Importance.	1	18	Dec
II	Population Theories : Malthus, Marxist & Optimum	1	18	Jan
III	Demographic Situation in India in the world perspectives	1	18	Feb
IV	Population growth in India with special reference to social and economic development.	1	18	Mar
V	Agencies working in the field of Population Education: UNDP, UNICEF, UNESCO, WHO, NCERT and UGC.	1	18	Apr
Sr. No	Internal Work			
1	Attendance			05
2	Assignments			15
3	Objective type Formative Evaluation			10

## Books Recommended :

Albernethy Virginia : Population Pressure and Cultural Adjustment, New York, Human Science, 1979.

Ali Syed Ashfaq : Population Problems in India and Aboard, Bhopal, Jai Bharat Publishing House, 1983.

Bhende Asha, A : Principles of Population studies Bombay, Himalaya, Pvt. Ltd. 2002.

Borne, W.D. : Population Environment and Society London, Oxford University Press 1999.

Brown Lester, R.: World Population trends : Sign of Hope sign of stress, Washington D.C. world Watch Institute 1999.

Esterlin, Rechard, A.: Population and Economic changes in developing countries, Chicago, University of Chicago Press, 1998.

Ghosh, D.N. : Population theories and demographic Analysis, Meerut, Meenakshi Prakashan, 1998.

Mamoria, G.B. : Indian's Population Problem, Allhabad, Kitab Mahal, 1998.

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#### **C. Code : III CEE (304)Computer Assisted Education:**

#### **Course Objective**

1. To provide the Knowledge of Computer Assisted Education.
2. To Provide the Knowledge of Component of Computer.
3. To Provide the Knowledge of MS. DOS Operation system.
4. To Provide the Knowledge of Computer Software Package.

Unit	COURSE CONTENT	CREDIT	PERIOD	
I	Concept, Need, Type and Scope Computer based technology available in the area of the teaching, learning, evaluation, curriculum development & Management.	1	18	Dec
II	Component of computer : C.P.U. and its major Components and their functions, Computer generations, computer languages.	1	18	Jan
III	M.S. DOS operating system, Directory and file preparations Management, Utility commands, System configuration, windows, BASIC language.	1	18	Feb
IV	Work Processing : Creating, Saving and quitting documents moving around the documents, Editing, finding, replacing, Text, handling of graphics, tables and charts, computer viruses.	1	18	Mar
V	Computer Software packages : Awareness, use and Evaluations, Develop a strategy to use to use them in day to day school curriculum.	1	18	Apr
Sr. No	Internal Work			
1	Attendance			05
2	Assignments			15
3	Objective type Formative Evaluation			10

## Books Recommended :

1. Coan James S. : Basi Basic : An Introduction to programming in BASIC language D B Taraparewala sons and Co. Pvt. Ltd, Bombay.
2. IGNOU Study Material : Related to CIC course.
3. Leon, A & M. Leon : Internet for everzana, Leon-tech world
4. Narain A. Introduction to Word star B P B Pub. New Delhi.
5. Raja Raman V. : Fundamentals of Computer, P. H. of India, New Delhi.
6. Peter, Notaries : Dos Guide, P.H. of India.



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**C. Code : V CEE (305) Alternate Learning System:**

**Course Objective**

1. To provide the Knowledge of Guidance and Counseling.
2. To Provide the Knowledge of Transformational Learning.
3. To Provide the Knowledge of Virtual Learners.
4. To Provide the Knowledge of Online Teaching.

Unit	COURSE CONTENT	CREDIT	PERIOD	
I	Education : Status, Challenge and alternatives guidance and counseling : Individual and group counseling.	1	18	Dec
II	Emergence of distance learning, autonomus learning and online learning, Digital India, Swayam, MOOC course, VDAAN, e-lilery	1	18	Jan
III	Transformational learning : Use of different media in education, ICT, World Wide Web, Mobile technologies, multimedia packages, Computer Aided Learning (CAL), Audio-Visual aids.	1	18	Feb
IV	Virtual learners and virtual learning centers ICT in handling information : Storage, retrieval and dissemination of information	1	18	Mar
V	Online teaching, challenges and benefits of online teaching differentiated instructions in an online environment.	1	18	Apr
Sr. No	Internal Work			
1	Attendance			05
2	Assignments			15
3	Objective type Formative Evaluation			10

## Books Recommended :

1. Chaurasia Bhaskar, & Rajiv Kr. Chaurasia : Computer Applicatin : Vallabh Prakashan.
2. Keegan Dermond, Foundations of Distance Education.
3. Moore, Michael & Greg Kearsley : Distance Education, A system View of online learning.
4. Reddy, G Lokanedha & T.C. Thankachan : Guidance and Conselling : NEELKAML