CORE COURSE III

Educational Innovations and Management

OBJECTIVES :
At the end of the course, the student- teachers will be able to

- acquire knowledge of the terms used in educational innovations and management;
- understand innovations in schools ,teaching- learning process and principles of management;
- apply the educational innovations and management in school practices
- develop skills in employing and developing new educational innovations and management;
- develop interest in the educational innovations and management techniques ;and
- develop desirable and positive attitude towards educational innovations and management .

(A) Educational Innovations

UNIT I   - Innovation

Meaning -Principles –Barriers to promotion of innovation-Suggestions for the promotion of innovation-Generation of innovations –Origin, Specification, Trial-Adaptation and consolidation-Characteristics of creative people- Conditions for the emergence of innovation

A) Individual conditions-Tolerance to ambiguity, autonomy,-Initiating change –search-creativity

B) Institutional conditions-Open climate -Freedom –Democratic leadership style-Institutional heads as change agents

C) Societal conditions – Perception of an acute need-Political and public support-Charismatic leadership.

UNIT II -   Innovations and Experiments in Schools

De-schooling –Community School –Alternative School –Non-Graded School —Navodaya School –Sainik School – S S A (Sarva Shiksha Abyan)-Virtual School –Mobile School – Open School and Distance Learning–-Floating University – International School.

UNIT III - Innovations in Teaching and Learning Process

Basic concepts of : Play –way Learning –Sensory Training –Joyful Learning – A B L- A L M – M L L (Minimum Levels of Learning) –CLASS(Computer Literacy and Studies in Schools) (O B I)-Mastery Learning –Individualized Instruction –Personalized System of Instruction (P S I – Keller Plan)-Programmed Learning-Teaching Machine –Modules –Cybernetics- Models of Teaching

UNIT IV - I C T in Education

I C T in Education –Web based Education (Virtual) – e-learning - e –tutoring -Computer Assisted Instruction (C A I)-Computer Managed Learning (C M L)-Tele/ Video Conferencing – Interactive Video -Multi media –Multi purpose Kits –S I T E (Satellite Instruction Television Programme) –E T V (Educational Television) –Edusat –Reach the Unreach –U N E S C O's Learning Without Frontiers (L W F)- Virtual Classrooms Technology -e book –Digital Library — Electronic Community

UNIT V   - Innovations in Evaluation

(a) Evaluation of Students: continuous evaluation – self evaluation –question bank –open book examination-grading.

(b) Evaluation of Teachers: self evaluation –peer evaluation- student evaluation.

   National Testing Service

(B)   Educational Management

UNIT VI - Management

Meaning-Definition –Objectives of Management –Role of Management –Difference between Administration and Management- Functions of Management –PODSCORB (Planning ,Organization, Direction, Staffing ,Co ordination ,Reporting, Budgeting) - Modern Functions: Planning ,Organizing ,Leading ,Controlling-Management skills: Conceptual skills, Human skills, Technical skills

UNIT VII   - Areas of Educational Management

 Administration and Management of Education - Maintenance (or Status quo) and Developmental (or Creative)Management.-Scope ,Human ,Material ,Time – Basic concepts of Management at different levels (Primary and Secondary) :Institutional Management , Financial Management Instructional management , Personnel Management , Material Management , and Management of Examination.

UNIT VIII - Educational Planning and Organization

(a) Planning,-Six elements- Objectives ,Policies ,Procedures ,Programmes ,Budgets and Strategies –Educational planning –Long term and Short term Perspectives - Institutional   planning – Academic : curricular and co curricular activities – Time table –assignment of work to teachers.

 (b)Organization – Principles or criteria –Organisational structures – Administrative structures at Central and State levels .

UNIT IX   - Management of Resources

Management of Resources –Human, and material -Head master and Teacher : duties and responsibilities- Leadership-Meaning –   styles -Management Grid – Morale – Organizational commitments –Academic freedom –Professional development.

Classroom management –Management of school building –equipments –library –records and registers – hostel.

UNIT X   – Quality in Education

 Quality in Education- Input –Process –Output Analysis – Concept of Total Quality Management (T Q M)- Supervision and Inspection –functions - Accreditation and certification .

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