

| RAP Mains Public Administration Answer Writing |   |                           |                         |
|--|---|---------------------------|-------------------------|
| <i>Date</i>                                    | <i>Topic</i>  |                           |                         |
| June 29  | Meaning, scope and significance of Public Administration;   | Introduction              |                         |
| June 30  | Wilson's vision of Public Administration; Evolution of the discipline and its present status              |                           |                         |
| July 1   | New Public Administration; Public Choice approach; New Public Management                                  |                           |                         |
| July 2   | Holiday   |                           |                         |
| July 3   | Challenges of liberalization, Privatisation, Globalisation; Good Governance: concept and application;     |                           |                         |
| July 4   | Scientific Management and Scientific Management movement;   |                           | Administrative Thought: |
| July 5   | Classical Theory; Weber's bureaucratic model – its critique and post-Weberian Developments                |                           |                         |
| July 6   | Dynamic Administration (Mary Parker Follett); Human Relations School (Elton Mayo and others);             |                           |                         |
| July 7   | Simon's decision-making theory;   |                           |                         |
| July 8   | Holiday   |                           |                         |
| July 9   | Holiday   |                           |                         |
| July 10  | Functions of the Executive (C.I. Barnard); Participative Management (R. Likert, C. Argyris, D. McGregor). |                           |                         |
| July 11  | Process and techniques of decision-making; Communication; Morale;   | Administrative Behaviour: |                         |
| July 12  | Motivation Theories – content, process and contemporary;  |                           |                         |
| July 13  | Theories of Leadership: Traditional and Modern.   |                           |                         |
| July 14  | Organisation  |                           | Organisation            |
| July 15  | Holiday   |                           |                         |
| July 16  | Holiday   |                           |                         |

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|         | Concepts of accountability and control; Legislative, Executive and Judicial control over administration;   | Accountability and control:        |
| July 18 | Citizen and Administration; Role of media, interest groups, voluntary organizations, Civil society Citizen's Charters; Right to Information; Social audit.                     |                                    |
| July 19 | Administrative Law:  | Administrative Law:                |
| July 20 | Administrative Law:  |                                    |
| July 21 | Historical and sociological factors affecting administrative systems; Administration and politics in different countries; Current status of Comparative Public Administration; | Comparative Public Administration: |
| July 22 | Holiday  |                                    |
| July 23 | Holiday  |                                    |
| July 24 | Ecology and administration; Riggsian models and their critique.  |                                    |
| July 25 | Development Dynamics:  |                                    |
| July 26 | Personnel Administration:  | Personnel Administration:          |
| July 27 | Public Policy:   | Public Policy:                     |
| July 28 | Public Policy:   |                                    |
| July 29 | Holiday  |                                    |
| July 30 | Holiday  |                                    |
| July 31 | Techniques of Administrative Improvement: Financial Administration:  |                                    |

Any comments for changes are welcome