

PUBLIC ADMINISTRATION

MAINS TEST SERIES 2022

TEST SERIES *cum* MENTORSHIP PROGRAMME



3

JULY, 2022

PUB. AD. TEST SERIES

PROGRAMME FEE ₹ 12000 + GST

PUB. AD. Q COURSE + TEST SERIES

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Mentor: RAJEEV CHOUDHARY
& ABHISHIEKH SAXENA

Total 12 Tests: 8
Sectional & 4 Mock Tests

Elaborate Discussion
after each test

Detailed Model Answer
Hints

One on One discussion
after Copy Evaluation for
Marks Improvement

Personalised Mentorship

TEST SCHEDULE

TEST NO. & DATE	TEST TOPICS
TEST-1 03 JULY, 2022	<ul style="list-style-type: none"> ◉ Introduction Meaning, Scope and Significance of Public Administration Syllabus; Wilson's Vision of Public Administration; Evolution of the discipline and its present status; New Public Administration; Public Choice Approach; Challenges of liberalization, Privatisation, Globalisation; Good Governance: Concept and Application; New Public Management. ◉ Accountability and Control Concepts of Accountability & Control; Legislative, Executive & Judicial Control over Administration; Citizen & Administration; Role of Media, Interest Groups, Voluntary Organizations; Civil Society; Citizen's Charters; Right to Information; Social Audit.
TEST - 2 10 JULY, 2022	<ul style="list-style-type: none"> ◉ Administrative Thought Scientific Management and Scientific Management Movement; Classical Theory; Weber's Bureaucratic Model – Its Critique and Post-Weberian Developments; Dynamic Administration (Mary Parker Follett); Human Relations School (Elton Mayo and others); Functions of the Executive (C.I. Barnard); Simon's Decision-making Theory; Participative Management (R. Likert, C. Argyris, D. McGregor).

TEST NO. & DATE	TEST TOPICS
TEST - 3 17 JULY, 2022	<ul style="list-style-type: none">◉ Organisations Theories – Systems, Contingency; Structure and Forms: Ministries and Departments, Corporations, Companies, Boards and Commissions; Ad hoc and Advisory Bodies; Headquarters and Field Relationships; Regulatory Authorities; Public - Private Partnerships.◉ Personnel Administration Importance of human resource development; Recruitment, training, career advancement, position classification, discipline, performance appraisal, promotion, pay and service conditions; employer-employee relations, grievance redressal mechanism; Code of conduct; Administrative ethics.
	<ul style="list-style-type: none">◉ Administrative Behaviour Process and Techniques of Decision-making; Communication; Morale; Motivation Theories – Content, Process and Contemporary; Theories of Leadership: Traditional and Modern.◉ Administrative Law Meaning, Scope and Significance; Dicey on Administrative Law; Delegated Legislation; Administrative Tribunals.◉ Public Policy Models of Policy-Making and their Critique; Processes of Conceptualisation, Planning, Implementation, Monitoring, Evaluation and review and their Limitations; State Theories and Public Policy Formulation.◉ Techniques of Administrative Improvement Organisation and Methods, Work Study and Work Management; e-Governance and Information Technology; Management Aid Tools like Network Analysis, MIS, PERT, CPM.

TEST NO. & DATE	TEST TOPICS
TEST - 4 24 JULY, 2022	<ul style="list-style-type: none"> ◉ Comparative Public Administration Historical and sociological factors affecting administrative systems; Administration and politics in different countries; Current status of Comparative Public Administration; Ecology and administration; Riggsian models and their critique. ◉ Development Dynamics Concept of development; Changing profile of development administration; 'Anti-development thesis'; Bureaucracy and development; Strong state versus the market debate; Impact of liberalisation on administration in developing countries; Women and development - the self-help group movement. ◉ Financial Administration Monetary and Fiscal Policies; Public Borrowings and Public Debt Budgets - Types and Forms; Budgetary Process; Financial Accountability; Accounts and Audit.
TEST - 5 31 JULY, 2022	<ul style="list-style-type: none"> ◉ Evolution of Indian Administration: Kautilya's Arthashastra; Mughal administration; Legacy of British rule in politics and administration - Indianization of public services, revenue administration, district administration, local self-government. ◉ Philosophical and Constitutional Framework of Government Salient features and value premises; Constitutionalism; Political culture; Bureaucracy and democracy; Bureaucracy and development.
TEST - 6 07 AUGUST, 2022 PAPER 2	<ul style="list-style-type: none"> ◉ Financial Management (Paper-II): Budget as a Political Instrument; Parliamentary control of Public Expenditure; Role of Finance Ministry in Monetary and Fiscal Area; Accounting Techniques; Audit; Role of Controller General of Accounts and Comptroller and Auditor General of India.

TEST NO. & DATE	TEST TOPICS
TEST - 7 14 AUGUST, 2022 PAPER 2	<ul style="list-style-type: none"> Public Sector Undertakings: Public sector in modern India; Forms of Public Sector Undertakings; Problems of autonomy, accountability and control; Impact of liberalization and privatization. Plans and Priorities Machinery of planning; Role, composition and functions of the Planning Commission and the National Development Council; 'Indicative' planning; Process of plan formulation at Union and State levels; Constitutional Amendments (1992) and decentralized planning for economic development and social justice. Administrative Reforms since Independence: Major concerns; Important Committees and Commissions; Reforms in financial management and human resource development; Problems of implementation.
	<ul style="list-style-type: none"> Union Government and Administration Executive, Parliament, Judiciary - structure, functions, work processes; Recent trends; Intragovernmental relations; Cabinet Secretariat; Prime Minister's Office; Central Secretariat; Ministries and Departments; Boards; Commissions; Attached offices; Field organizations. State Government and Administration Union-State administrative, legislative and financial relations; Role of the Finance Commission; Governor; Chief Minister; Council of Ministers; Chief Secretary; State Secretariat; Directorates. Civil Services: Constitutional position; Structure, recruitment, training and capacity-building; Good governance initiatives; Code of conduct and discipline; Staff associations; Political rights; Grievance redressal mechanism; Civil service neutrality; Civil service activism.

TEST NO. & DATE	TEST TOPICS
TEST - 8 21 AUGUST, 2022 PAPER 2	<ul style="list-style-type: none"> ◉ Significant issues in Indian Administration: Values in public service; Regulatory Commissions; National Human Rights Commission; Problems of administration in coalition regimes; Citizen-administration interface; Corruption and administration; Disaster management.
	<ul style="list-style-type: none"> ◉ District Administration since Independence Changing role of the Collector; Union-state-local relations; Imperatives of development management and law and order administration; District administration and democratic decentralization. ◉ Rural Development: Institutions and agencies since independence; Rural development programmes: foci and strategies; Decentralization and Panchayati Raj; 73rd Constitutional amendment.
	<ul style="list-style-type: none"> ◉ Urban Local Government: Municipal Governance: main features, structures, finance and problem areas; 74th Constitutional Amendment; Global-local debate; New localism; Development dynamics, politics and administration with special reference to city management. ◉ Law and Order Administration: British legacy; National Police Commission; Investigative agencies; Role of central and state agencies including paramilitary forces in maintenance of law and order and countering insurgency and terrorism; Criminalisation of politics and administration; Police-public relations; Reforms in Police.

TEST NO. & DATE	TEST TOPICS
TEST - 09 28 AUGUST, 2022	◉ Full Test Paper-I
TEST - 10 28 AUGUST, 2022	◉ Full Test Paper-2
TEST - 11 31 AUGUST, 2022	◉ Full Test Paper-I
TEST - 12 31 AUGUST, 2022	◉ Full Test Paper-2



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