

PUBLIC ADMINISTRATION

MAINS TEST SERIES 2022

TEST SERIES *cum* MENTORSHIP PROGRAMME



BATCH
STARTS

3

JULY, 2022

PUB. AD. TEST SERIES

PROGRAMME FEE ₹ 12000 + GST

PUB. AD. Q COURSE + TEST SERIES

PROGRAMME FEE ₹ 17000 + GST



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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
<p>TEST-1</p> <p>03 JULY, 2022</p>	<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.
<p>TEST - 2</p> <p>10 JULY, 2022</p>	<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. Mc Gregor).

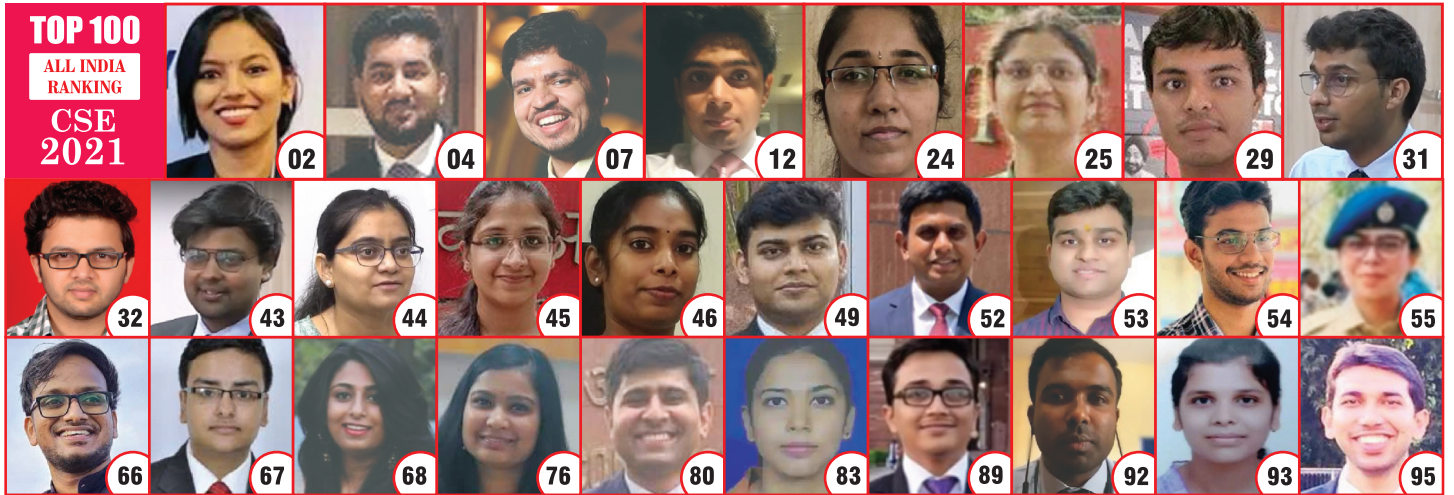
TEST NO. & DATE	TEST TOPICS
	<ul style="list-style-type: none">◉ Organisations Theories – Systems, Contingency; Structure and Forms: Ministries and Departments, Corporations, Companies, Boards and Commissions; Ad hoc and Advisory Bodies; Headquarters and Field Relationships; Regulatory Authorities; Public - 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.
<p style="text-align: center;">TEST - 3</p> <p style="text-align: center;">17 JULY, 2022</p>	<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
<p style="text-align: center;">TEST - 4</p> <p style="text-align: center;">24 JULY, 2022</p>	<ul style="list-style-type: none"> <p>○ Comparative Public Administration</p> <p>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.</p> <p>○ Development Dynamics</p> <p>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.</p> <p>○ Financial Administration</p> <p>Monetary and Fiscal Policies; Public Borrowings and Public Debt Budgets - Types and Forms; Budgetary Process; Financial Accountability; Accounts and Audit.</p>
<p style="text-align: center;">TEST - 5</p> <p style="text-align: center;">31 JULY, 2022</p>	<ul style="list-style-type: none"> <p>○ Evolution of Indian Administration:</p> <p>Kautilya's Arthashastra; Mughal administration; Legacy of British rule in politics and administration - Indianization of public services, revenue administration, district administration, local self-government.</p> <p>○ Philosophical and Constitutional Framework of Government</p> <p>Salient features and value premises; Constitutionalism; Political culture; Bureaucracy and democracy; Bureaucracy and development.</p> <p>○ Public Sector Undertakings:</p> <p>Public sector in modern India; Forms of Public Sector Undertakings; Problems of autonomy, accountability and control; Impact of liberalization and privatization.</p>

TEST NO. & DATE	TEST TOPICS
<p style="text-align: center;">TEST - 6</p> <p style="text-align: center;">07 AUGUST, 2022</p>	<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. ◉ 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.
<p style="text-align: center;">TEST - 7</p> <p style="text-align: center;">14 AUGUST, 2022</p>	<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.

TEST NO. & DATE	TEST TOPICS
	<ul style="list-style-type: none"> <p>⦿ Civil Services:</p> <p>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.</p> <p>⦿ Significant issues in Indian Administration:</p> <p>Values in public service; Regulatory Commissions; National Human Rights Commission; Problems of administration in coalition regimes; Citizen-administration interface; Corruption and administration; Disaster management.</p>
<p style="text-align: center;">TEST - 8</p> <p style="text-align: center;">21 AUGUST, 2022</p>	<ul style="list-style-type: none"> <p>⦿ District Administration since Independence</p> <p>Changing role of the Collector; Union-state-local relations; Imperatives of development management and law and order administration; District administration and democratic decentralization.</p> <p>⦿ Rural Development:</p> <p>Institutions and agencies since independence; Rural development programmes: foci and strategies; Decentralization and Panchayati Raj; 73rd Constitutional amendment.</p> <p>⦿ Urban Local Government:</p> <p>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.</p>

TEST NO. & DATE	TEST TOPICS
	<ul style="list-style-type: none">◉ 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 - 09 28 AUGUST, 2022	<ul style="list-style-type: none">◉ Full Test Paper-I
TEST - 10 28 AUGUST, 2022	<ul style="list-style-type: none">◉ Full Test Paper-2
TEST - 11 31 AUGUST, 2022	<ul style="list-style-type: none">◉ Full Test Paper-I
TEST - 12 31 AUGUST, 2022	<ul style="list-style-type: none">◉ Full Test Paper-2



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