

Mehr Chand Mahajan DAV College for Women, Sector – 36A, Chandigarh
Monthly Teaching Plans (Semester -V)
Session – (2019-2020)

Name of the Teacher/s: Dr. Gurvinder Kaur

Department : Public Administration

Class: B.A.III. Subject/Paper: Research Methods And Statistics. Section: Hons

S.No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken*
	From	To		
1.	July 23, 2019	August 30, 2019	Meaning, Nature and Scope of Social Research, Concepts: Hypotheses : Meaning, Types and Significance	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual
			Research Design - Meaning, Types and Components	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual
			Methods of Social Research- Experimental-Survey and Case Study	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual
Departmental Meeting to Coordinate and Review the Monthly completion of Syllabus as per lesson plans Comments of Teacher Incharge -				
2.	September 1, 2019	September 30, 2019	Methods of Data Collection-Documents, Observation, Interview and Questionnaire	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual
			Data Processing- Editing, Coding and Tabulation, The Use of Computer	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual
			Report Writing	

Departmental Meeting to Coordinate and Review the Monthly completion of Syllabus as per lesson plans Comments of Teacher Incharge -				
3.	October 1, 2019	October 31, 2019	Sampling-Meaning, Types, Merits and Demerits	Lecture, Discussion, Case Studies, Projection of theory into practice, audio- visual
			Frequency Distribution-Meaning and Steps	Lecture, Discussion, Case Studies, Projection of theory into practice, audio- visual
			Measures of Central Tendency-Mean, Median and Mode	Lecture, Discussion, Case Studies, Projection of theory into practice, audio- visual
Departmental Meeting to Coordinate and Review the Monthly completion of Syllabus as per lesson plans Comments of Teacher Incharge –				
4.	November1, 2019	November 30 ,2019	Measures of Dispersion-Standard Deviation	Lecture, Discussion, Case Studies, Projection of theory into practice, audio- visual
			Correlation-Karl Pearson	Lecture, Discussion, Case Studies, Projection of theory into practice, audio- visual
			Chi-Square	
Departmental Meeting to Coordinate and Review the Monthly completion of Syllabus as per lesson plans Comments of Teacher Incharge -				
April End - Revision Classes/ Remedial before Semester Exams				

*Any of these – (i) Lecture Method; (ii) PPT; (iii) Online Sources; (iv) Group Discussion; (v) Case Studies etc.
Other Methods adopted by the teacher – Please write the specific teaching method

Mehr Chand Mahajan DAV College for Women, Sector – 36A, Chandigarh
Monthly Teaching Plans (Semester -VI)
Session – (2019-2020)

Name of the Teacher/s: Dr. Gurvinder Kaur

Department: Public Administration

Class: B.A. III. Subject/Paper: Organization Behaviour. Section: Hons

S.No.	Date (Monthly)		Topics to be Covered	Academic Activity Undertaken*
	From	To		
1.	January 09, 2020	February 08, 2020	Organization Behaviour : Concept and Significance	Lecture, Discussion, Case Studies, Projection of theory into practice, audio- visual
			Individual Behaviour :Concept; Nature ; Individual factors	Lecture, Discussion, Case Studies, Projection of theory into practice, audio- visual
			Interpersonal Relations : Meaning; Dimension; Factors	Lecture, Discussion, Case Studies, Projection of theory into practice, audio- visual
Departmental Meeting to Coordinate and Review the Monthly completion of Syllabus as per lesson plans Comments of Teacher Incharge -				
2.	February 09, 2020	March 08, 2020	Team Development : Importance; Types of Teams	Lecture, Discussion, Case Studies, Projection of theory into practice, audio- visual
			Attitudes : Concepts, Types	Lecture, Discussion, Case Studies, Projection of theory into practice, audio- visual
			Morale : Concept;Significance;	Lecture, Discussion, Case Studies,

			Building up of High Morale	Projection of theory into practice, audio-visual
Departmental Meeting to Coordinate and Review the Monthly completion of Syllabus as per lesson plans Comments of Teacher Incharge -				
3.	March 09, 2020	April 10, 2020	Groups : Concept ; Types	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual
			Leadership : Styles of Leadership	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual
			Motivation : Concept ; Determinants	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual
Departmental Meeting to Coordinate and Review the Monthly completion of Syllabus as per lesson plans Comments of Teacher Incharge –				
4.	April 11, 2020	April 30, 2020	Organizational Change : Concept; Resistance to Change	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual
			Organizational Development : Concept; Need; Techniques	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual
			Organizational Effectiveness : Concept; Approaches	Lecture, Discussion, Case Studies, Projection of theory into practice, audio-visual

**Departmental Meeting to Coordinate and Review the Monthly completion of Syllabus as per lesson plans
Comments of Teacher Incharge -**

April End - Revision Classes/ Remedial before Semester Exams

***Any of these** – (i) Lecture Method; (ii) PPT; (iii) Online Sources; (iv) Group Discussion; (v) Case Studies etc.
Other Methods adopted by the teacher – Please write the specific teaching method