



Faculty of Education
INTEGRAL UNIVERSITY, LUCKNOW



Value Added Course
On
Educational Management & Administration
(EDV-22-01)
20th Feb, 2023 to 7th March, 2023

About the Course

The programme has been developed to meet the ever-increasing demand for trained manpower in administrative and management position in various educational systems and organizations. The programme has been designed to provide a comprehensive view on the theoretical as well as practical aspects of educational management and administration in the existing and emerging educational scenario. The programme is open to Principals, Headmasters, Teachers, Education Officers, Personnel working in the Universities, Colleges, State Department of Education and DIETs etc. or freshers who have done graduation but are not employed.

After successful completion of the course, each candidate shall receive an **E-certificate**.

This is a online mode course divided into five modules. Lectures will be conducted through Integral Learning Initiative- Learning Management System (ILI-LMS) / Google Meet.

Course Objectives

- To improve individual performance as educational managers and leaders
- To enhance the effectiveness and efficiency of educational organizations
- To upgrade skills in areas such as interpersonal relationship, leadership, and team building, strategic planning and decision-making, necessary for effective management

Convener

- Dr. A. K. Lodi, Department of Education, Integral University, Lucknow
Email: headed@iul.ac.in
Mobile: 9044796209

Course Coordinator

For any queries, please contact to:

- **Dr. E. Ahmad**, Associate Professor (Level-II)
Department of Education, Integral University, Lucknow.
E-mail: akhlak@iul.ac.in
Mobile: 7007815522
- **Dr. Vivek Rogers**, Assistant Professor,
Department of Education, Integral University, Lucknow.
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- **Ms. Huma Naz**, Lecturer
Department of Education, Integral University, Lucknow.
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Email: huma@iul.ac.in

Eligible Candidates

All the students of Integral University who are studying in UG, PG and Ph. D level.

Registration Link:<https://forms.gle/r9UvMzn5GEVCBeDZ7>

QR Code for registration-



Last Date of Registration: 18th Feb 2023.

Course Fee: Nil

Course Details

- Online: Integral Learning Initiative – Learning Management System (ILI-LMS) and Google Meet.

Course Duration : 30 hrs

Course Commencement : 20th Feb, 2023

End of Course : 7th March, 2023.

MODULE I: Introduction to Educational Management	
Theoretical	Introduction to Educational Institute & Management
Doubt Clearance	Group Discussion
Module Assessment	Quiz 1
	Feedback 1
MODULE II: Educational Managers and Leaders	
Theoretical	Introduction to Educational Managers and Leaders
Doubt Clearance	Group Discussion
Module Assessment	Quiz 2
	Feedback 2
MODULE III: Effectiveness and Efficiency of Educational Organizations	
Theoretical	Effectiveness and Efficiency of Educational Organizations
Doubt Clearance	Group Discussion
Module Assessment	Quiz 3
	Feedback 3
MODULE IV: Skills in areas such as interpersonal relationship, leadership, and team building	
Theoretical	Skills in areas such as interpersonal relationship, leadership, and team building
Doubt Clearance	Group Discussion
Module Assessment	Quiz 4
	Feedback 4
MODULE V: Strategic planning and decision-making, necessary for effective management	
Theoretical	Strategic planning and decision-making, necessary for effective management
Doubt Clearance	Group Discussion
Module Assessment	Quiz 5
	Feedback 5

Note: The timings of the lecture may be altered by the course coordinator as per requirement. The rescheduled timing will be informed well in advance to all the participants.

Course Description

Each module includes 5 Hrs Lecture + 1 Hrs Quiz

Certification

The course includes a total of 5 quizzes (comprising MCQs; one quiz after completion of each module)

Resource Persons:

<ul style="list-style-type: none">Dr. A. K. Lodi, Head, Dept. of Education Integral University, Lucknow	Module-I
<ul style="list-style-type: none">Dr. E. Ahmad, Asso. Prof. Dept. of Education Integral University, Lucknow	Module- II
<ul style="list-style-type: none">Prof. Md. Ali Imam, Dept. of Education Integral University, Lucknow	Module- III
<ul style="list-style-type: none">Dr. Smita Srivastava, Asst. Prof. Dept. of Education Integral University, Lucknow	Module-IV
<ul style="list-style-type: none">Dr. Geetika Nidhi, Asst. Prof. Dept. of Education Integral University, Lucknow	Module-V

**Timings: Monday to Friday 2:00 P.M. to 4:00 P.M.
Saturday 11:00 A.M. to 1:00 P.M.**

NOTE:

The course includes a total of five quizzes (quizzes will comprise of MCQs; One quiz after completion of each module) mandatory for all enrolled candidates. An End semester exam (ESE) will be compulsory for all at the end of the course. A minimum of 50% marks shall be required in all quizzes and ESE separately as eligibility criteria for successfully completing the course and receiving the certificate.