

SYLLABUS FOR THE POST OF PRINCIPAL

Name of post	:	PRINCIPAL
Paper	:	OBJECTIVE TYPE
Duration	:	3 HOURS
Total No. of Questions	:	180
Total Marks	:	180

Subject/Topics**A. EXAMINATION:****PART I : (LANGUAGE PROFICIENCY TEST) : 40 Marks**

1. General English (20)
2. Odia (20)

PART II : (GENERAL AWARENESS & COMPUTER LITERACY): 40 marks

1. General knowledge & Contemporary issues (10)
2. Logical Reasoning (10)
3. Computer Literacy (10)
4. Quantitative Aptitude Test (10)

PART III :**1. ACADEMIC(30)****a. Child Development and Pedagogy (10)****i) Development of Child:**

Development, Growth & Maturation concept & Nature, Principles of development, Factors influencing Development- Methods and Approaches of Child Development- observation, Interview, case study, Experimental, Cross sectional and longitudinal, Development tasks and Hazards.

ii) Understanding Learning:

Concept, Nature of Learning – input-process-outcome, Factors of learning- Personal and Environmental, Approaches to Learning and their applicability – Behaviourism (Skinner, Pavlov, Thorndike) Constructivism (Piaget, Vygotsky), Gestalt (Kohler, Koffka) and Observational (Bandura), Dimensions of Learning- Cognitive, Affective and Performance, Motivation and Sustenance- its role in learning, Memory & Forgetting, Transfer of Learning.

iii) Pedagogical Concerns:

Teaching and its relationship with learning and learner, Learners in Contexts: Situation learner in the socio-political and cultural context.

Managing behaviour problems, Guidance & Counselling, Punishment and its legal implications, Rights of a child, Time Management, Distinction between Assessment for Learning & Assessment of Learning, School based Assessment, Continuous & Comprehensive Evaluation: Perspective & Practice Understanding teaching & learning in the context of NCF, 2005 & Right to Education Act, 2009.

2. PERSPECTIVES IN EDUCATION AND SCHOOL ORGANIZATION (10)

- i) Acts/Rights: Right of Children to free and Compulsory Education Act, 2009 and Child Rights.
- ii) National Curriculum Framework, 2005: Perspective, Learning and knowledge, Curriculum Areas, School Stages and Assessment, School and Classroom Environment and Systemic Reforms.
- iii) School Organization: Institutional Planning, principal as a leader, Teacher Quality, Linkages and Interface with other institutional and vice versa, Student Quality, Organization of Teaching, Co-curricular Activities, Office Management, Resources required for a good school, Organizational Climate, Evaluation, Job satisfaction of the staff.

3. TEACHING METHODOLOGY (10)

- i) Curriculum: Meaning, Principles, types of curriculum organization, approaches.
- ii) Planning: Instructional Plan- Year Plan, Unit Plan, Lesson Plan
- iii) Instructional Material & Resources: Text Books, Work books, Supplementary materials AV aids, Laboratories, Library, Clubs- Museums- Community, Information and Communication Technology.
- iv) Evaluation: Types, tools, Characteristics of a good test, Continuous and Comprehensive Evaluation, Analysis and Interpretation of Scholastic Achievement Test.

ADMINISTRATION AND FINANCE (70)

- i) CCS (CCA) Rules.
- ii) CCS (Conduct) Rules.
- iii) Fundamental & Supplementary Rules.
- iv) Travelling Allowance Rules.
- v) Leave Travel Concession Rules.
- vi) Medical Attendance Rules.
- vii) Pension Rules & New Pension Scheme.
- viii) General Financial Rules- Purchase procedure.
- ix) Income Tax & Service Tax.