U. P. Education Service Selection Commission, Prayagraj

Syllabus of written examination for the selection of the Principal (Non-Government Aided/Minority Intermediate Colleges)

PART-I (30 Questions)

Unit 1: Current Affairs:

- **(i)** Current Events of State, National and International Importance.
- **(ii)** Personalities in News.
- **(iii)** Sports.

Unit 2: Indian History, Indian Polity, Indian Economy and Indian Geography-

- **(i)** Indian History and Indian National Movement.
- **(ii)** Indian Constitution and polity, Legal and Constitutional Development related with Educational System.
- **(iii)** Indian Economy.
- **(iv)** Basic Indian Geography, Population.

Unit 3: General Science, Information and Communication Technology:

- **(i)** General Science, Technology and Environment in contemporary context.
- **(ii)** Human Health and Hygiene - Vitamins, Minerals, Diseases, Deficiency diseases, Hormones and Enzymes.
- **(iii)** Computer and Internet Terminology.
- **(iv)** ICT uses.
- **(v)** Development in Educational Technology.

PART-II (30 Questions)

Unit 4: सामान्य हिन्दी: अशुद्धि संशोधन (वर्तनी, व्याकरण, वाक्य विन्यास), उपसर्ग, प्रत्यय, विलोम, पर्यायवाची, अनेक शब्दों के लिए एक शब्द, विराम चिह्नों का प्रयोग, मुहावरे एवं लोकोक्तियाँ, समास, सन्धि, अलंकार, सरकारी, अर्द्धसरकारी – पत्र लेखन, कार्यालय आदेश, अधिसूचना, कार्यालय विज्ञप्ति

Unit 5: General English: Prepositions, One word substitution, Synonyms, Antonyms, Idioms and Phrases, Active-Passive Voice, Direct-Indirect speech, Punctuations, Error correction (Spelling, Grammar, Sequence of words in sentence).

PART-III (60 Questions)

Unit 6: Development of education in Pre independence India: Charter Act(1813), Orientalist and Anglicist Controversy, Macaulay's Minute, Thomson's effort, Wood's Despatch, Hunter Education Commission, Government Resolution on Education Policy(1913), Saddler University Commission, Education under Dyarchy, Hartog Committee, Wardha Scheme of Basic Education, Sergent Plan of Education. Education related philosophy of Gandhi, Nehru, Tagore, Swami Vivekanand, Sri Aurbindo Ghosh, J. Krishnamurti and Ambedkar.

Development of education in Post independence India: Radhakrishnan Commission, Mudaliar Commission, Kothari Commission, National Policy on Education 1968, National

Policy on Education 1986, Right to Education Act 2009, National Education Policy 2020, Education related philosophy of Dr A P J Abdul Kalam .

Unit 7: Uttar Pradesh Intermediate Education Act 1921: Related Acts, Rules, Regulations and Related Government Orders.

Bodies related to Intermediate Education: Rashtriya Madhyamik Shiksha Abhiyan, Uttar Pradesh Madhyamik Shiksha Parishad, Directorate of Uttar Pradesh Intermediate Education, Organizational structure of Department of Secondary Education, Directorate of Basic Shiksha, SCERT, Directorate of Literacy and UP Education Service Selection Commission, CBSE, NCERT

Unit 8: Role and Responsibilities of Principal: Importance, Work planning, Observer, Organiser, Leader, Supervision, Control, Decision making related work, Necessary Managerial Skill, powers and duties, College Management and Principal

Unit 9: Academic Administration: Academic calendar, Science Club, Eco-Club, Lesson plans, Monthly/ weekly division of syllabus, Morning Assembly and Time- table, use of ICT in quality enhancement of teaching, Parents Teacher & Association, Regulation 1986, S.M.C.

Unit 10: Office Administration: Office management, Record keeping, Informations, Collection of data, Integration, Analysis, Leave rules, Transfer rules, Promotion rules, Seniority decision rules, Adhiyachan portal, Human Resource portal, Right to Information Act 2005, Legal framework, Constitutional rights of Divyang and other deprived class, Gender Harassment of Women at workplace Act 2013, Public Interest Guarantee Act 2011, School Grading and Monitoring system.

Special provisions and clauses for operation of Minority Colleges (only for Principal of Minority Colleges)

Unit 11: Financial Administration of College: Importance, Budget process of college, available resources of college, sources of income, Heads of expenditure, Various accounts and operational procedures, Travel allowance rules, PFMS, Gem Portal, GST, Salary-allowances, Pension, Income tax, National Pension System (NPS), Office accounting, Scholarships.

Unit 12: Different Plans and Programmes related to Education: Mid- Day Meal Scheme, Project ALANKAR, Operation Kayakalp, DIKSHA, PARAKH, NIPUN Bharat (Mission Prerna), NISHTHA, School Chalo Abhiyan, Sharda Programme, Sports, NCC, NSS, Scout-Guide, Red Cross, Swami Vivekanand Youth Empowerment Yojana, Scholarship etc.

Eligibility and evaluation parameters-National Teacher Award, State Teacher Award, Chief Minister Teacher Award.