

Course Code	Course Name	Credits
26ED007	SCHOOL ORGANIZATION AND MANAGEMENT	04

Course Objectives

The course aims to,

- ✓ Introduce foundational concepts, principles, and components of school organization and management.
- ✓ Explore models, structures, and leadership approaches in educational administration.
- ✓ Develop skills for effective classroom management, discipline, and quality improvement in schools.
- ✓ Foster understanding of stakeholder relationships and decentralized educational systems.
- ✓ Equip learners with practical strategies to enhance school efficiency and community involvement.

Learning Outcomes

After the completion of the course, the Learner will be able to, .

- ❖ Define school organization and management concepts, principles, and objectives.
- ❖ Describe components like planning, administration, organization, and supervision.
- ❖ Analyze management models, centralization, and decentralization.
- ❖ Explain leadership meaning, traits, styles, and training.
- ❖ Apply classroom management, discipline, stakeholder ties, and TQM tools.

Unit 1 – Concept (12 hours)

Meaning and definition: School organization, school management - Characteristics and principles: school organization, school management - Scope of school organization and scope of school management - Aims and objectives of school management.

Unit 2 – Components of School Organization (12 hours)

Educational planning: meaning, Nature and characteristics, principles of educational planning - Educational Administration: meaning, characteristic, scope, functions - Educational Organization - Educational Supervision: Meaning, nature, objectives, characteristics- Supervision and its various aspects, functions of educational Supervisor

Unit 3 - School Management (12 hours)

Models of management: Formal model, Collegial mode, Political model, Subjective model, Ambiguity model - Decentralization of education: Meaning, importance, implications - Centralization of education- differences between centralization and decentralization

Unit 4 – Educational Leadership (12 hours)

Meaning and definition of educational leadership, role of educational leadership – Characteristics and qualities of an educational leadership, educational leadership impact- Leader: Leadership types and styles - Training and preparation of the education leader

Unit 5 - Classroom, Discipline, and Quality Management (12 hours)

Classroom management: Techniques, discipline strategies, causes of indiscipline, and measures for student control - Teacher-parent relationships and community engagement - PTA, school-community partnerships - Total Quality Management (TQM): Concept, processes, SWOT analysis.

Reference Books:

1. Organization Behavior--Puri, Vikhram
2. School Management-- Rajasekar, P
3. History of education administration-- Mishra, RC
4. Education administration-- Shouriamma, B
5. School Administration-- Resmi, K.S

Alignment with NEP – 2020

The course **School Organization and Management (26ED007)** aligns with the transformative vision of National Education Policy 2020, emphasizing holistic, multidisciplinary, value-based, and skill-oriented education for effective school leadership, equity, and quality improvement.

1. Integrates holistic multidisciplinary management models.
2. Promotes ethical leadership and community partnerships.
3. Develops practical school administration competencies.
4. Analyzes organizational challenges and solutions.
5. Encourages innovative supervision techniques.
6. Supports equitable inclusive school governance.
7. Strengthens stakeholder engagement systems.
8. Emphasizes experiential leadership training.

COs and Bloom's Taxonomy Level (BTL) Mapping for 26ED007

Course Outcomes	On successful completing of the course, the students will be able to	BTL
CO1	Recall and explain school organization and management concepts, characteristics, principles, scope, and objectives.	K1,K2
CO2	Identify and describe components of school organization, including planning, administration, organization, and supervision.	K1,K2,K3
CO3	Analyze school management models, decentralization, and centralization.	K3,K4
CO4	Evaluate educational leadership characteristics, types, styles, and preparation strategies.	K4,K5
CO5	Apply classroom management, discipline, TQM, SWOT analysis, and teacher-parent-community partnerships	K3,K5,K6

Bloom's Taxonomy Level (BTL):- K1 and K2 – remembering and understanding, K3 - Applying, K4 – Analyse, K5 – Evaluate and K6- Create

Relationship Matrix

Course Outcomes	Programme Outcomes (POs)								Programme Specific Outcomes (PSOs)							Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PSO1	PSO2	PSO3	PSO4	PSO5	PSO6	PSO7	
CO1	3	2	1	1	1	1	1	1	3	2	1	1	1	1	1	1.4
CO2	3	2	2	2	1	2	1	1	3	2	2	2	1	2	1	1.8
CO3	3	3	3	3	2	2	2	2	3	3	3	2	2	2	2	2.5
CO4	2	3	2	2	2	3	2	2	3	2	2	3	3	2	2	2.3
CO5	3	2	3	3	3	3	3	3	2	3	3	3	3	3	3	2.9
Total																2.2

Mean Score: 3- High, 2- Medium/Moderate, 1-Low