

Diploma in Educational Management (DEM) – Syllabus (1 Year)

Semester – I

S. No.	Paper Numerical Unique	Class & Papers	Paper Name / Subject
1	8901	1DEM1	Fundamentals of Education System
2	8902	1DEM2	Principles of Management
3	8903	1DEM3	Educational Psychology
4	8904	1DEM4	Communication & Soft Skills

Course Details:

- **Fundamentals of Education System** – Structure of education, school administration, policies.
 - **Principles of Management** – Planning, organizing, staffing, directing, controlling.
 - **Educational Psychology** – Learning theories, motivation, student behavior, classroom management.
 - **Communication & Soft Skills** – Interpersonal communication, public speaking, writing skills.
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Semester – II

S. No.	Paper Numerical Unique	Class & Papers	Paper Name / Subject
1	8911	2DEM1	School Administration & Leadership
2	8912	2DEM2	Human Resource Management in Education

S. No.	Paper Numerical Unique	Class & Papers	Paper Name / Subject
3	8913	2DEM3	Educational Technology & ICT
4	8914	2DEM4	Project / Internship

Course Details:

- **School Administration & Leadership** – Leadership skills, decision-making, school governance.
- **Human Resource Management in Education** – Teacher recruitment, training, performance evaluation.
- **Educational Technology & ICT** – Use of ICT in classrooms, e-learning tools, digital pedagogy.
- **Project / Internship** – Practical exposure in school/college administration, project report submission.