Department of Higher Education, Govt. of M.P.
Semester wise syllabus for Postgraduates
As recommended by Central board of Studies and
Approved by HE the Governor of M.P.

M.Sc. Home Sc.
Extension and Communication
Semester-II
Paper-I
Extension Management

Objectives:
1. To enable students -
2. To understand the concept and process of management realize the importance of management for achieving organizational goals.
3. Apply the principle of management to the management of extension organization / services.

Unit -I
Concept of extension management:
• Definition, nature & need of extension management.
• Steps of extension management process.
• Planning-Meaning, types of plan, elements of planning, process of planning.
• Decision making and forecasting.

Unit -II
Organization
• Meaning, importance and principles of organization.
• Meaning and functions of organizational structure.
• Dedication of authority-Meaning and principles.
• Authority and responsibility-Centralization and decentralization,
• Co-ordination-Meaning and objectives.
• Staffing-Meaning and selection.
• Training-Meaning and types.
• Performance appraisal-Meaning and methods.

Unit -III
Directing & controlling:
• Directing-Meaning and importance.
• Motivation-Meaning, importance and techniques.
• Communication-Importance, types and barriers.
Leadership - Meaning, importance, theories and styles. Qualities of a good leader.
Controlling - Meaning, objectives, techniques and principles of control.

Unit - IV
Evaluation -
- Meaning, purpose and types of evaluation.
- Steps in evaluation.
- Tools of evaluation.
- Recruitment of workers.
- Classification of position.

Unit - V
Efficiency of worker -
A. Methods for improvement -
   - Orientation
   - Training
   - Stimulus and incentives.
   - Supervision and guidance.
B. Qualities of a good extension worker.
C. Role of extension worker.

Reference books -
Harpalani B.D. - Extension Education, Apna Ghar Nagina Road, Dhampur
Dahama, O.P. and Bhatnagar - Education and Communication for development
Koontz O’ Donell - Management
Sudha G.S. - General Management
Ramasastry T. - Principle of Management, Himalaya pub. house, Mumbai.
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M.Sc. Home Sc.
Extension and Communication
Semester-II
Paper II- COMMUNICATION TECHNIQUES IN EXTENTION
(COMPUTER GRAPHIC DESIGNING)
M.M. 50

Objectives:
1. To impart knowledge and understanding of various communication systems through
computer.
2. To impart skill in preparation of various Computer Aided Media messages.
3. To understand the concept of communication and its relevance to multimedia.
4. To impart knowledge about the processes involved in communication with special
emphasis on computer graphic designing.
5. To develop computerized material for different media-newspapers, T.V. websites etc.

UNIT -I

1. Introduction to Basics of Computers.
   (a) Components of computer.
   (b) Memory and storage devices.
   (c) Creation of new document, saving and formatting & editing.
   (d) Creation of pictures, adding picture to document, clipart, word art.

2. Introduction to MS Power point.
   (a) Creating presentation, adding slide to presentation.
   (b) Using clipart, word art and graphic in slide.
   (c) Adding transitions and animation effects, setting time for slide show and
   preparing hand outs.

UNIT -II

1. Introduction to Multimedia
   (a) Concept, application & Advantages of Multimedia in Business, school,
   home, Public places, Virtual Reality.
   (b) Multimedia Building Blocks: Text, Sound Images, Animation, Video
   (c) Multimedia and internet, E-mail, Home Page, Websites.

2. Introduction to CD ROM
(a) Types of CD ROM
(b) Application of CD ROM
(c) CD ROM writer, CD recorders and Players
(d) CD Rom and Multimedia.
(e) Teleconferencing, video conferencing, LCD Projector.

UNIT -III
1. Basics of Multimedia System
   (a) Graphic - types of graphic
   (b) Resolution - types of resolution
   (c) Pixels
   (d) Graphic File formats ---BMP, GIF, jpg, TIFF, FLIC etc.

2. Introduction to Animation
   (a) Basic of Animation -Home Panel, Ink Palette.
   (b) Procedure of Animation.
   (c) Animating in flash - Component & animation, frames, Twining, mc

UNIT -IV
Introduction to Coral Draw
(a) To draw an object - Rectangle, Circle, epitopes, Polygon, Star.
(b) To color the object.
(c) Blending the object
(d) Using Transform, Transforming pictures
(e) Extruding an object.
(f) Editing in bit.

UNIT -V
Introduction to 3D Studio Max
(a) Basics of 3D modeling
(b) Transition from 2D space to 3D space
(c) 3D Shaper understanding objects
(d) 3D Editor, 3D shaping and rendering.
(e) Create 3D shaper, select, modify, Display
(f) Procedure of making 3D object.

Practical:

1. Prepare document and use the options edit, format, save etc.
2. Create a picture and add it in and relevant documents.
3. Draw objects and use colour, transform, blend, extrude and edit it in Bitmap.
4. Prepare an individual project on animation using MS Power point
5. Prepare and CD on objects and animation.
6. Use internet for E-Mail etc.
7. Collect the names of Websites.
8. Make a link with multimedia agencies.
9. Make list of CD of animations/3D available in the market.
10. Use computer to visualize the CD of animation (games, stories etc.)
11. Visits to computer institutions.

References:

1. Multimedia Course A to Z by Hemant Kumar & Anurag Goyal.
2. Multimedia (Illustrated) by Singh and Singh.
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M.Sc. Home Sc.
Extension and Communication
Semester-II
Paper-III
Community and Environment Management

M.M.

Objectives:-
1. To be aware of the holistic ecological approaches to environment.
2. To be aware of the environment problems hazards and risks.
3. To understand the aspects of environmental pollution and waste management.
4. To be aware of the environment policies movements and ethics

Unit-I
(A) Fundamentals of Environment
- Environment definition, scope of environment studies.
- Life and the environment, Physic-Chemical factors in the environment, changes in environment, anthropogenic and non anthropogenic.
- Environment hazards and risks.
- Natural resources-conservation & sustainable development.

(B) Ecology and Environment

Causes, effects and prevention of global warming, natural and manmade disasters.

Unit-II
(A) Ecosystem- Earth, Man & Environment
- Ecosystems of the world.
- Forest ecology
- Pathways in ecosystem.
- Environment implementations of energy use.
- Problems of sustainability of ecosystems

(B) Population and Environment:
- Carrying capacity limits to population growth,
- Population growth and natural resources,
- Impact of population growth on economic development and environment
Unit-III
(A) Environment and Public Health
- Environment/Pollution and community health.
- Air borne diseases.
- Chemical insecticides and its impact on health.
- Toxic action of metals and biological substances.

(B) Land and Water Resources of the Earth
- Land resources of the earth.
- Water resources of the earth.
- Factors affecting changes in ecosystem and environment (Socio-Economic, Cultural & Geographic).
- Water borne diseases.

Unit - IV
(A) Waste Management
- Types of waste.
- Methods of waste management.
- Water pollution and treatment of waste.
- Solid Waste Management.

(B) Environment Control
- Environmental legislations.
- Environment policies.
- Human rights issues relating to environment.
- Environmental ethics.
- Women & environment.
- Role of local municipal authority, government and non-governmental agencies in promoting better health environment.

Unit- V
(A) Dynamics of change in community
- Social Organisations-family, schools, co-operatives and other organizations and their role in community.
- Religion, socio-political ideologies, imperialism, mass media and communication.
- Globalization and their impact on community.
- People's participation, concept ,types and barriers to participation. in bringing about social change, based on analysis of participation for development.

References :-

Semester-II
Paper-III
Community and Environment Management

Practical: M.M. 25

1) Assessment of nutritional status of a group in the community using different techniques and interpreting the data.
2) Planning and conducting nutrition education for a community using different extension methods and audio visual aids.
3) Preparation for street play/posters, skit to educate people for adopting saving practices.
4) To know the cost of malnutrition by individual case study in urban slum area.
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M.Sc. Home Sc.
Extension and Communication
Semester-II
PAPER-IV
STATISTICS & COMPUTER APPLICATION
Marks: 50

OBJECTIVES

- To understand the role of statistics and computer applications in research.
- To apply statistical techniques to research data for analysing and interpreting data meaningfully.

Note: Special instructions should be sent to paper setter to set one theoretical question and its option should numerical question.

UNIT - I

- Classification and tabulation of data.
- Graphic presentation, Frequency distribution, Histogram, frequency, polygons, Ogive
- Average of position in individual, discrete and continuous series.

UNIT-II

- Normal distribution - Characteristics, deviation from normality
- Measures of variability - range quartile deviation, Mean Deviation, Standard Deviation or SD.

UNIT-III

- Testing of hypothesis, Type I and Type II errors.
UNIT-IV
- Correlation - meaning, types.
- Coefficient of correlation by Scatter diagram, rank correlation, product
  Movement method
- Analysis of variance - nature use & basic Concept one and
  two-way.

UNIT-V
- Experimental Designs - Nature, types - Single group-two group-Control &
  experimental Group.
- Randomized block design
- Latin square design
- Factorial design

M.Sc.
Semester - II
Course : IV
Statistics and Computer Application
Practical
Marks - 25

1. Tabulation.
2. Graphic Presentation, Frequency curve, Histogram,
   Frequency Polygons, Ogive.
3. Calculation of Mean, Median, Mode.
5. Correlation.

Note: Students should be given hands-on experience to use appropriate software
for selected statistical analyses.
Reference:
- Edwards : Experimental Design in Psychological research
- SPSS/PC for the IBM PC/Xt. SPSS Inc.
- Goyal Mathamatics statistics.
- Levin Statistics for Management.
- Yule An Introductory to the theory of statistics.
- Mood Introduction to the theory of statistics,
- Freund Mathematical statistics.
- Nag Mathematical statistics.
- Patni Statistical Methods.
- Choundan Statistics for Business and Economics
- Singh Principal of Statistics.
- Thamilgrom research methodology,
- Kothari research methodology.
- Agrawal Basic Statistics.
- Sankhyaki ke mule sikhant (Hind) Or. H.K. Kapil.
  Sankhakiya vidhiya vayvhar park vigyano mai by Dr. S.P Gupta.
  Fundamental of research Kerilger
- Anusanthan Vidhiya By Parasnath.