

POST GRADUATE DIPLOMA IN SCHOOL LEADERSHIP AND MANAGEMENT

(PGDSLML)



**School of Education
Indira Gandhi National Open
University
Maidan Garhi, New Delhi-110068**

ABOUT THE UNIVERSITY

The Indira Gandhi National Open University, one of the largest open universities in the world, was established by an Act of Parliament in 1985, to advance and disseminate learning and knowledge by a diversity of means, including the use of information and communication technology, to provide opportunities for higher education to a large segment of the population. The University offers academic, professional, vocational, awareness generating and skill-oriented programmes at the level of Certificate, Diploma, Bachelor's Degree, Master's Degree, and Doctoral Degree through its 21 Schools of Studies and a countrywide network of Regional Centres and Learner Support Centres. These Programmes are offered through multiple instructional packages with the convergence of different methodologies and technologies. The University is making all efforts to take higher education to the doorsteps of the hitherto unreached. Based on its contribution in Distance Education, it was conferred with Award of Excellence by the Commonwealth of Learning (COL), Canada, in 1993.

The recent initiatives of the university to provide technology-enabled education within the framework of blended learning includes SWAYAM based Massive Open Online Courses (MOOCs), 24x7 SWAYAMPURABHA channels, e-Gyankosh and IGNOU e-Content App for digital study material.

SCHOOL OF EDUCATION

The School of Education is one of the first Schools to be established in IGNOU in the year 1987. The functions of the SOE, within the broad framework of the objectives of IGNOU, are to carry out academic activities addressing education as a field of knowledge and as an area of practice. Four disciplines/ areas namely, Education, Distance Education, Educational Technologies and Adult

Education have been assigned to the School. The School has been undertaking three types of activities –development of academic programmes, research, documentation, and extension activities.

POST GRADUATE DIPLOMA IN SCHOOL LEADERSHIP AND MANAGEMENT (PGDSLML)

The PGDSLML programme aims at developing essential skills, competencies and values needed for effective school leadership and management. It also enables principals to create an effective and enabling environment, and aims to develop a cadre of talented and competent principals to improve the capacity and performance of schools. The programme has been developed in collaboration with the Education Section of the Commonwealth Secretariat, London.

Programme Objectives

The Objectives of the programme are as follows:-

- i) To develop essential skills, competencies and values needed for effective school leadership and management.
- ii) To enable head teachers/principals to create an effective and enabling environment.
- iii) To improve the overall performance of the school.
- iv) To develop a trained and competent cadre of head teachers/principals.

Target Group

- Prospective and in-service school heads/principals.
- Those already responsible for management of schools.
- All those aspiring to be school heads/principals in near future.

Programme Structure

**Course 1: Head Teachers as School
Leaders**

- Profile of a School Leader
- Principles and Techniques of School Management
- School as a Learning Organization

Course 2: Human Resource Development

- Planning for Human Resources
- Human Resources Management
- Developing Human Resources

Course 3: Managing Teaching-Learning

- Planning and Organizing Curriculum
- Guidance and Supervision of Curriculum Transaction
- Management of Teaching-Learning Resources

Course 4: School Governance and Financial Management

- School Governance
- Framework for Financial Management
- Economic Efficiency and Educational Effectiveness

Course 5: Leadership for Better Schools

- School Development Plan
- Enriching Pupil Experiences
- Managing Public Relations

Extended Contact Programme (ECP)

ECP is a compulsory component of PGDSLML, based on theoretical components of PGDSLML. It aims at developing skills and competencies needed for effective school leadership and management. It consists of lectures, discussions, individual and group activities.

Eligibility

Prospective and In-service Head Teachers/Principal with Graduate Degree from a recognized University
OR
Graduate/Post Graduate Teachers

Fee

Rs.6000/- (Six thousand only) plus registration fee of Rs.300/-

Fee may be revised periodically.

Duration

Minimum : One Year
Maximum : Three Years
(Offered in both January & July cycle admissions)

Medium of Instruction

The programme is offered both in English and Hindi medium.

Evaluation

The evaluation system is based on three components:-

- Self-evaluation exercises within each unit of study (No weightage)
- Continuous evaluation in the form of assignments-this component carries weightage of 30% for each course.
- Term-end examination (TEE) has a weightage of 70% of the total weightage for each course.
- Extended contact programme (Compulsory).

Instructional System

The Instruction package consists of:-

- Print materials
 - Audio/video programmes.
 - Academic counselling session and ECP
- Attendance in academic counseling is optional whereas it is compulsory for ECP.

For further information please contact:

Dr. Eisha Kannadi
Programme Coordinator
Email: ekannadi@ignou.ac.in:
Tel: 011-29572938
School of Education, IGNOU
Maidan Garhi
New Delhi-110068
Tel: 29572945
Fax: 91-11-29534227; E-mail: soe@ignou.ac.in
OR
Regional Directors
IGNOU Regional Centres
For details of Regional Centres, please visit IGNOU website www.ignou.ac.in