

Level-III

Part-I Syllabus for Child Development and Pedagogy	
A)	<p>Concept of development and its relationship with learning, Principles of the development of children, Influence of Heredity & Environment.</p> <p>Socialization processes: Social world & children (Teacher, Parents, Peers).</p> <p>Piaget, Kohlberg and Vygotsky: constructs and critical perspectives.</p> <p>Freud's Psychosexual Development Theory, Erikson's Theory of Psychosocial Development.</p> <p>Concepts of child-centered and progressive education, Critical perspective of the construct of Intelligence, Multi-Dimensional Intelligence, Language & Thought, Gender as a social construct; gender roles, gender-bias and educational practice, Individual differences among learners, understanding differences based on diversity of language, caste, gender, community, religion etc.</p> <p>Distinction between Assessment for learning and assessment of learning; School-Based Assessment. Continuous & Comprehensive Evaluation: perspective and practice.</p> <p>Formulating appropriate questions for assessing readiness levels of learners; for enhancing learning and critical thinking in the classroom and for assessing learner achievement.</p>
B)	<p>Concept of Inclusive education and understanding children with special needs: Addressing learners from diverse backgrounds including disadvantaged and deprived.</p> <p>Addressing the needs of children with learning difficulties, „impairment“ etc.</p> <p>Addressing the Talented, Creative, Specially abled Learners.</p> <p>Learning and Pedagogy : How children think and learn; how and why children “fail” to achieve success in school performance.</p> <p>Basic processes of teaching and learning; children's strategies of learning; learning as a social activity; social context of learning.</p> <p>Child as a problem solver and a “scientific investigator”</p> <p>Alternative conceptions of learning in children, understanding children's “errors” as significant steps in the learning process.</p> <p>Cognition & Emotions.</p> <p>Motivation and learning.</p> <p>Factors contributing to learning - personal & environmental.</p> <p>Bandura's Social Learning: Constructs and Critical Perspective.</p>

<u>Part-II Syllabus for Language</u>	
A)	<p>Language-I (Hindi)</p> <p>Language Comprehension Questions: Reading unseen passages - two passages one prose or drama and one poem with questions on comprehension, inference, grammar and verbal ability (Prose passage may be literary, scientific, narrative or discursive).</p> <p>Pedagogy of Language Development Questions: Learning and acquisition, Principles of language Teaching, Role of listening and speaking; function of language and how children use it as a tool, Critical perspective on the role of grammar in learning a language for communicating ideas verbally and in written form, Challenges of teaching language in a diverse classroom; language difficulties, errors and disorders, Language Skills,</p> <p>Evaluating language comprehension and proficiency: speaking, listening, reading and writing.</p> <p>Teaching- learning materials: Textbook, multi-media materials, multilingual resource of the classroom, Remedial Teaching.</p>
B)	<p>Language – II (English)</p> <p>Language Comprehension Questions: Two unseen prose passages (discursive or literary or narrative or scientific) with question on comprehension, grammar and verbal ability.</p> <p>Pedagogy of Language Development: Learning and acquisition, Principles of language Teaching, Role of listening and speaking; function of language and how children use it as a tool, Critical perspective on the role of grammar in learning a language for communicating ideas verbally and in written form; Challenges of teaching language in a diverse classroom; language difficulties, errors and disorders, Language Skills.</p> <p>Evaluating language comprehension and proficiency: speaking, listening, reading and writing.</p> <p>Teaching - learning materials: Textbook, multi-media materials, multilingual resource of the classroom, Remedial Teaching.</p>

<u>Part-III Syllabus for General Studies</u>	
A)	Haryana related history, current affairs, literature, Geography, Civics, Environment, Culture, art, traditions, and welfare schemes of Haryana Government.
B)	<p>General Intelligence & Reasoning:</p> <p>It would include questions of both verbal and non-verbal type. This component may include questions on analogies, similarities and differences, space visualization, spatial orientation, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non-verbal series, coding and decoding, statement conclusion, syllogistic reasoning etc.</p> <p>The topics are: Semantic Analogy, Symbolic/Number Analogy, Figural Analogy, Semantic Classification, Symbolic/Number Classification, Figural Classification, Semantic Series, Number Series, Figural Series, Problem Solving, Word Building, Coding & de-coding, Numerical Operations, symbolic Operations, Trends, Space Orientation, Space Visualization, Venn Diagrams, Drawing inferences, Punched hole/ pattern- folding & un-folding, Figural Pattern-folding and completion, Indexing, Address matching, Date & city matching, Classification of centre codes/roll numbers, Small & Capital letters/numbers coding, decoding and classification, Embedded Figures, Critical thinking, Emotional Intelligence, Social Intelligence.</p>
C)	<p>Quantitative Aptitude:</p> <p>The questions will be designed to test the ability of appropriate use of numbers and number sense of the candidate. The scope of the test will be computation of whole numbers, decimals, fractions and relationships between numbers, Percentage, Ratio & Proportion, Square roots, Averages, Interest, Profit and Loss, Discount, Partnership Business, Mixture and Allegation, Time and distance, Time & Work, Basic algebraic identities of School Algebra & Elementary surds, Graphs of Linear Equations, Triangle and its various kinds of centers, Congruence and similarity of triangles, Circle and its chords, tangents, angles subtended by chords of a circle, common tangents to two or more circles, Triangle, Quadrilaterals, Regular Polygons, Circle, Right Prism, Right Circular Cone, Right Circular Cylinder, Sphere, Hemispheres, Rectangular Parallelepiped, Regular Right Pyramid with triangular or square base, Trigonometric ratio, Degree and Radian Measures, Standard Identities, Complementary angles, Heights and Distances, Histogram, Frequency polygon, Bar diagram & Pie chart.</p>

<p>Inheritance : Base class, Derived class, Visibility modes, Types of Inheritance. Data Structure (through C++): Data, Data item, Data Structure, Stack, Push and Pop operation on stack, Linear Queue, Insertion & Deletion in Linear Queue, Array Sorting. Subject related Pedagogy.</p>
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<u>Commerce</u>	
A)	<p>Business, Trade and Commerce: Business an introduction, Classification of Business activities, Business Risk: Nature and causes. Forms of Business organisation: Sole Proprietorship, Joint Hindu family business, partnership organisation, co-operative society, company organisation, choice of form of business organisation. Private, Public and Global Enterprise: Departmental undertaking, Statutory Corporation, Government company, Global enterprise/Multi National company, public private partnership (PPP). Business Services: Banking, Insurance, postal and telecom services. Emerging modes of Business: E-commerce, E-Business. Social Responsibility of Business: Social responsibility, Business Ethics. Nature and Significance of Management: Management an introduction, Nature of management, levels of management, functions of management, Co-ordination. Principles of Management: Principles of Scientific management by Taylor, General Principles of Management by Fayol. Business Environment: Concept of Business Environment, Dimensions of Business Environment, Concept of Demonetisation. Planning: Concept of planning, Types of plans. Organising: Organising as a process, Organisational structure, Delegation and decentralisation. Staffing: Meaning and importance, Recruitment, Selection, Training and Development. Directing: Importance and Principles, Supervision, Motivation, Leadership, Communication. Controlling: Concept of controlling, Controlling process, Controlling techniques. Business Finance: Financial management, Financial decision, Financial planning, capital structure, fixed and working capital. Marketing and Marketing Mix: Marketing, Elements of Marketing Mix.</p>
B)	<p>Introduction to Accounting: Concept of Accounting, Basic Accounting terms, Theory Base of Accounting: Fundamental Accounting assumptions: GAAP, Basic accounting concepts, Systems of accounting, Basis of Accounting, Accounting standards, Goods and service tax. Recording of Transactions-I: Business transactions and source Documents, Accounting Equation, Double entry system, Journal, Ledger. Recording of Transactions-II : Cash Book, Subsidiary Books. Bank Reconciliation Statement: Preparation of Bank Reconciliation statement as per cash book, Preparation of Bank Reconciliation statement as per pass book.</p>

	<p>Trial Balance and Rectification of Errors: Trial Balance, Rectification of Errors.</p> <p>Depreciation, Provisions and Reserves: Depreciation, provisions and reserves.</p> <p>Financial Statements with Adjustments of sole proprietorship.</p> <p>Accounting for Partnership-Basic concepts: Fundamentals of partnership, Special aspects of partnership Accounts, Maintenance of capital accounts of partners, Distribution of profit amongst partners, Past Adjustments, Guarantee of profit to a partner.</p> <p>Reconstitution of Partnership Firm –Admission of a Partner: Change in profit sharing ratio, Goodwill, Admission of a new partner, New profit sharing ratio and sacrificing ratio, Treatment of goodwill, Adjustment of reserves, accumulated profits and losses, Revaluation of assets and Reassessment of liabilities, Adjustment of capitals.</p> <p>Reconstitution of a Partnership Firm-Retirement/ Death of a Partner: Ascertaining the amount due to retiring/ Deceased partner, New profit sharing Ratio and Gaining ratio, Treatment of Goodwill, Adjustment of reserves and accumulated profits and losses, Adjustment of Revaluation of assets and reassessment of liabilities, Disposal of amount due to retiring partner, Adjustment of partner's capitals, Death of a partner.</p> <p>Dissolution of Partnership Firm: Dissolution of partnership firm and partnership, settlement of Accounts, Accounting treatment.</p>
C)	<p>Formation of a Company: Stages in formation of a company, Documents used in formation of a company.</p> <p>Sources of Business Finance: Concept , owned funds and borrowed funds.</p> <p>Accounting for Share Capital: Meaning, nature and types of share capital, Nature and classes of shares, Accounting treatment of issue and forfeiture of shares.</p> <p>Issue of Debentures: Meaning of Debentures, Types of Debentures, Issues of Debentures(Accounting treatment) , Terms of issue of Debentures, Interest on Debentures, Writing off discount/loss on issue of Debentures.</p> <p>Financial Statements of a Company: Types of financial Statements.</p> <p>Accounting Ratios: Types of Accounting ratios, Meaning , Objectives, advantages and limitations of accounting ratios.</p> <p>Cash Flow Statement: Classification of activities for preparation of cash flow statement, preparation of cash flow statement as per AS3.</p> <p>Overview of Computerised Accounting System: Introduction: Application in Accounting, Features of computerised Accounting system, structure of CAS, Software packages; generic, specific, tailored.</p> <p>Accounting Application of Electronic Spreadsheet: Concept and features of electronic spread sheet, Application in generating Accounting Information- Bank reconciliation statement, Asset accounting, loan, repayment of loan schedule, ratio analysis.</p> <p>Data representation- Graphs, charts and diagrams.</p> <p>Computerised Accounting System: Steps in installation of CAS, codification and Hierarchy of account heads, creation of accounts, Data; entry, validation and verification, Adjusting entries, preparation of Balance sheet, Profit and loss account with closing and opening entries, Need and security features of the system.</p> <p>MSME and Business Entrepreneurship : Meaning of small scale enterprise as per</p>

<p>MSMED Act,2006 , Entrepreneurship, Meaning and types of Intellectual property rights.</p> <p>Internal Trade: Wholesale trade, Retail trade, GST.</p> <p>International Trade: International trade – an introduction, International trade institutions and agreement.</p> <p>Consumer Protection: Introduction and importance of consumer protection, Consumer protection Act 1986(Amendments in 2019)</p> <p>Subject related Pedagogy.</p>

<u>Geography</u>	
A)	<p>Geography of India: India-Size, Location and neighbouring countries, Physical structure and Physiographic divisions, Drainage, Climate and Monsoon, Natural Vegetation and Wildlife, Natural Hazards and Disasters, Water Resources, Land Resources and Agriculture, Minerals and Energy Resources, Manufacturing Industries, Population - Distribution, Density, Growth, Composition, Human Settlements- Types, Patterns and Distribution, Transport and Communication, International Trade, Hazards and Disasters in India, Planning and Sustainable Development in Indian Context, Geographical Perspective on Selected Issues and Problems, Subject Related Padagogy.</p>
B)	<p>Physical Geography: Geography as a Discipline, its development and scope, Solar system, Motions of the Earth, The Origin and Evolution of the Earth, Origin and distribution of Oceans and Continents, Earth's Interior- Structure and composition, Geomorphic Processes, Landforms and Their Evolution, Composition and Structure of Atmosphere, Solar Radiation, Heat Balance and Temperature, Atmospheric Circulation and Weather Systems, Water in the Atmosphere, World Climate and Climate Change, Oceanic Water and its movement ,Biodiversity and Conservation, Subject Related Padagogy.</p>
C)	<p>Human Geography : Human Geography : Meaning, principles, Nature and Scope, Human Development, Economic activities- Primary, Secondary, Tertiary and Quaternary Activities, World Population - Distribution, Density, Growth and Composition,Transport and Communication, International Trade, Subject Related Padagogy.</p>